



Governing Board Meeting
Grand Rapids NW Service Center
215 Straight Ave. N.W. Grand Rapids, MI 49504
The public may attend in-person or by remote participation via Teams.

[Click here to join the meeting](#)

Meeting ID: 269 966 622 068 Passcode: Wk2vit
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[+1 616-803-9815,,588072924#](#) United States, Grand Rapids
Phone Conference ID: 588 072 924#

Monday, October 23, 2023 ▪ 8:30 a.m. – 10:00 a.m.

AGENDA

- | | |
|---|-------------------------|
| 1. Call to Order and Introductions | |
| 2. Public Comment – Agenda Items | |
| 3. Approval of the August 28, 2023 Minutes | Action Required |
| 4. Introduction of Staff Attorney – Jeff Dornbos | Information Item |
| 5. Report on Financial Activities: Notes to August 2023 Board Financials
<i>Jacob Maas, Chief Executive Officer</i> | Information Item |
| 6. 2024 Governing Board Meetings Schedule: <i>Jacob Maas</i> | Action Required |
| 7. Workforce Development Board (WDB) Activities: <i>Janette Monroe, Executive Assistant</i> | |
| a. WDB Term of Office Applications:
November 1, 2022 – October 31, 2024 <i>(75% affirmative vote of members present)</i> | Action Required |
| b. WDB Term of Office Applications:
November 1, 2023 – October 31, 2025 <i>(75% affirmative vote of members present)</i> | Action Required |
| 8. Report on Administrative Activities
<i>Laura Krist, Human Resource Director</i> | |
| a. ACSET Personnel Actions Report | Information Item |
| b. ACSET Operations Staffing | Information Item |
| c. Update to Staffing Chart | Action Required |
| 9. WDB Service Summary Dashboard and Solutions Driven Updates
<i>Angie Barksdale, Chief Operating Officer</i> | Information Item |
| 10. Wagner Peyser (WP) Proposed Rule Update
<i>Jacob Maas</i> | Information Item |
| 11. Other Business | Information Item |
| 12. Public Comment | |
| 13. Adjournment | |

**Next Scheduled Governing Board Meeting: Monday, December 11, 2023 located at:
Frederik Meijer Gardens & Sculpture Park, 1000 East Beltline NE, Grand Rapids, MI 49525**



Governing Board Meeting
Grand Rapids NW Service Center
215 Straight Ave. N.W. Grand Rapids, MI 49504
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[Click here to join the meeting](#)

Meeting ID: 239 338 464 126 Passcode: dYUX9R

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Phone Conference ID: 626 013 381#

Monday, August 28, 2023 • 8:30 a.m. – 10:00 a.m.

MINUTES

Governing Board Members Present: Commissioners Storey (Chairperson) (virtual), Hatfield (Vice-Chairperson), De Young, T. Baker, Kallman, R. Baker, Cyr, Curran, Ysasi

Governing Board Members Absent: Commissioners Tiejema, LaGrand, Paige, Moss, Perdue

Staff Present (physically or virtually): Jacob Maas, Angie Barksdale, Bob Perkins, Laura Krist, Janette Monroe, Amy Lebednick, Tasha Evans, Chad Patton, Malinda Powers, Tawanna Wright

Guests Present:

1. Call to Order by Commissioner De Young at 8:40a.m. Commissioner Storey was attending virtual. Com. Hatfield was not present at call to order and arrived at 9:30a.m. Information Items were presented first until a quorum was physically present.

2. Public Comment- None.

3. Approval of Minutes **Action Required**
 - a. April 24, 2023
 - b. June 26, 2023

Motion – Com. Cyr

Second – Com. Kallman

Item Approved by Vote – Roll call vote taken. All 8 members present voted affirmatively.

Motion carried.

4. Report on Financial Activities

- a. ACSET Financial Report - Notes to June 2023 Board Financials **Information Item**
 Bob Perkins, Chief Financial Officer, reviewed ACSET's statement of revenue and expenditures for the twelve months ending June 30, 2023.
 Bob stated that a correction is needed to the "Revenue" section of the memo provided in the board packet. The correction should state: "The increase is due mainly to the Going Pro Talent Fund which increased by **\$2.471** million over the previous year" rather than "**\$2,471**..."
- b. ACSET Financial Report - Notes to July 2023 Board Financials **Information Item**
 Bob Perkins, Chief Financial Officer, reviewed ACSET's statement of revenue and expenditures for the one month ending July 31, 2023.
- c. Proposed FYE 2023 Budget Modification (*roll call: 75% affirmative vote of members present*) **Action Required**
 Bob Perkins presented the proposed budget for fiscal year ending June 30, 2023 for board consideration. Bob explained that the budget modification reflects decreases in grant award

amounts and increases of program income. Discussion took place and staff answered board members' questions. Bob requested the ACSET Governing Board's approval of the modified budget.

Motion – Com. Kallman

Second – Com. T. Baker

Item Approved by Vote –Roll call vote taken. All 8 members present voted affirmatively.

Motion carried.

5. West Michigan Works! (WMW) Workforce Development Board (WDB)

Solutions Driven Updates

Information Item

Angie Barksdale, Chief Operating Officer, reported that since there is no workforce board meeting in the month of August, staff are presenting only the department updates and the service summary dashboard will be provided at the October meeting. As a reminder, the summaries of each initiative highlighted in the solutions driven updates will also include a notation identifying its alignment with strategic plan goals. These "alignment indicators" are ***Diversity and Inclusion, Enhanced Relationships, and Pipeline Development***

Grants Updates

i. Early Childhood Education (ECE) Registered Apprenticeships:

Angie Barksdale reported that the Early Childhood Investment Corporation's (ECIC) Childcare Investment Fund awarded West Michigan Works! (WMW) \$120,000 to convene leaders to develop solutions that will help finance, provide educational support, and increase compensation for job seekers who want to become early childhood educators. This is a one-year grant, in which WMW plans to convene early childhood stakeholders across the region to develop and launch a plan that will bolster the early childhood educator pipeline. ***Enhanced Relationships, Pipeline Development***

ii. Health Resources & Services Administration (HRSA):

Angie Barksdale reviewed that the Department of Health and Human Services (DHHS) awarded a \$2.9 million dollar Health Resources & Services Administration (HRSA) grant to Grand Rapids Community College (GRCC). WMW has partnered with GRCC, Corewell Health, Cherry Health, and Trinity Health Systems to implement the grant. Additional information in packet. ***Enhanced Relationships, Pipeline Development***

iii. Michigan Career Opportunity Academies for Community Health (MiCOACH):

Angie Barksdale reviewed that the Department of Health and Human Services (DHHS) awarded a \$3 million dollar Health Resources & Services Administration (HRSA) grant to the State of Michigan, Labor and Economic Opportunity (LEO). LEO has partnered with multiple Michigan Works! agencies and intermediate school districts (ISDs) to increase the number of Community Health Workers (CHWs) and Health Support in the ISDs. Locally, WMW will work with Muskegon Area Intermediate School District (MAISD) and the Muskegon Heights Public School system. Angie reported that throughout the course of this grant, WMW will partner to serve 24 recently or soon-to-graduate Muskegon Heights youth. Six of the eight participants successfully completed the first cohort. Additional information in packet. ***Enhanced Relationships, Pipeline Development***

iv. The Michigan Citizen Reentry Initiative (MiCRI):

Information is provided in packet. ***Enhanced Relationships, Diversity and Inclusion***

v. Michigan Incarcerated Veterans' In-Reach Program (MIVIP):

Information is provided in packet. ***Diversity and Inclusion, Pipeline Development***

- vi. Grand Rapids Community College (GRCC) One Workforce Grant:
Angie reviewed that WMW has partnered with GRCC on a \$9.8 million H1-B One Workforce Grant, focusing on advanced manufacturing, received by GRCC. Similar to the America's Promise Grant, the H1-B One Workforce Grant is a 4-year grant and will rely on a network of partners across the region, including Montcalm Community College, Muskegon Community College, and multiple community partners to provide training and employment to hundreds of workers across West Michigan. We are currently in year 3 of this grant. ***Enhanced Relationships, Pipeline Development***
- vii. Michigan Learning and Education Advancement Program (MiLEAP):
Angie reviewed that WMW, in partnership with Grand Rapids Community College (GRCC), Montcalm Community College (MCC), Muskegon Community College (MCC) and West Michigan Center for Arts and Technology (WMCAT) received a \$2million award to fund short-term, high demand training that leads to a credential in the food processing, healthcare, IT, retail, sales, supply chain, and manufacturing. MiLEAP focuses on individuals who are dislocated, underemployed, essential workers, those living in distressed rural and urban communities and economically disadvantaged. The state granted a no-cost extension through June 30, 2024 and has expanded training opportunities to include high-demand credentials offered through other local area providers. ***Enhanced Relationships, Pipeline Development***
- viii. Barrier Removal and Employment Success (BRES) Expansion:
Angie reviewed that the Michigan Department of Labor and Economic Opportunity (LEO) is encouraging organizations who can assist Michiganders with removing barriers to employment to apply for the \$14.6 million BRES grant program starting in May. Eligible applicants for funding include, but are not limited to, community-based organizations, educational institutions, and Michigan Works! Agencies (MWA), private for-profit agencies, private non-profit agencies, and other established, experienced providers of supportive services. The total funding available for this initiative is over \$14 million. Entities awarded funding under this Request for Proposals (RFPs) that are not a MWA will be required to partner with a local MWA for the purpose of fiduciary responsibilities and required reporting. Angie reported that to ensure equity in access to funding opportunities, LEO, Workforce Development has discontinued the RFPs published on May 22, 2023, for the BRES program. No awards were granted, and we anticipate the release of a new RFP in the future. ***Enhanced Relationships, Pipeline Development***
- ix. Michigan Rural Enhanced Access to Careers in Healthcare (MiREACH):
Information provided in packet. ***Enhanced Relationships, Pipeline Development***
- x. State Apprenticeship Expansion (SAE) – West Michigan Works!:
Information provided in board packet. ***Enhanced Relationships, Pipeline Development***
- xi. State Apprenticeship Expansion (SAE) – Michigan Energy Workforce Development Consortium (MEWDC):
Information provided in board packet. ***Enhanced Relationships, Pipeline Development***
- xii. MDARD Specialty Crop Grant:
Angie reviewed that the Agribusiness Talent Council (ATC) of West Michigan was awarded a grant via West Michigan Works! to provide funding for over \$80,000 of food safety and leadership training. Additionally, the funds will pay production costs to produce 5 videos to market high-skill, in-demand career opportunities with West Michigan specialty crop growers. Information is provided in packet. ***Enhanced Relationships, Pipeline Development***
- xiii. Going PRO Talent Fund (FY23):
Angie reported that the Michigan Department of Labor and Economic Opportunity (LEO) announced a statewide award of \$64,792,406 to 1,103 employers for the Going Pro Talent Fund

(GPTF) for fiscal year 2023. For Cycle 1, West Michigan Works! was awarded \$17,463,904.00 in funding for 201 employers. Cycle I training may occur from February 1, 2023 – January 31, 2024. For Cycle 2, WMW was awarded \$3,697,712 in funding for 69 employers; and training may occur from July 17, 2023 – July 16, 2024. A full list of grant recipients per MWA for Cycle 1 and Cycle 2 is available online at Michigan.gov/TalentFund. **Enhanced Relationships, Pipeline Development**

xiv. Sector Strategies Employer Led Collaborative Grant:

Angie reported that WMW was awarded a \$406,472 Sector Strategies Employer Led Collaborative (ELCs) Grant from the Michigan Department of Labor and Economic Opportunity (LEO) in July 2023 to support the development of new, or enhance existing, employer-led collaboratives throughout the state. This is a two-year grant ending September 30, 2025. Grant funds will allow WMW to maximize the impact of our existing employer-led Industry Talent Councils. With the funding, WMW proposes to increase capacity of the councils by hiring a 1.0 FTE Project Coordinator to assist all five WMW Industry Talent Councils with project implementation, connecting the community, and building diverse talent pipelines. Additionally, funding would support training registered apprentices in brand-new, high-demand occupations and a summer camp for the construction industry. **Enhanced Relationships, Pipeline Development**

xv. Michigan Statewide Targeted Apprenticeship Inclusive and Readiness System (MISTAIRS):

Angie reported that WMW received \$324,625 in funding from LEO to support the continuation of development and implementation of comprehensive strategies to support Registered Apprenticeship (RA) expansion; engage industry and workforce intermediaries, employers, and other partners to expand and market RA to new sectors and underserved populations; enhance capacity to conduct outreach and work with employers to start new programs; and expand and diversify participation in RA through innovations, incentives, and system reforms. WMW will target underrepresented populations for direct enrollment and completion of a Registered Apprenticeships Program. The funding will be available July 2, 2023 through June 30, 2025. **Pipeline Development, Diversity and Inclusion**

Industry Talent Councils (ITCs)

Angie reported that there are a variety of ways to stay connected to the innovative work taking place under each of the WMW Industry Talent Councils (ITC). Each council has expanded its outreach with dedicated LinkedIn accounts and bimonthly newsletters. The increased online presence will allow each ITC to provide employers and partners in each industry with pertinent information such as industry workforce trends, council initiatives and expansion of networks to participate in future projects.

Enhanced Relationships, Pipeline Development.

- i. Agribusiness Talent Council of West Michigan (ATC): **The Agribusiness Talent Council is an employer-led collaborative that seeks to expand the talent pool by promoting career pathways and opportunities in West Michigan's agribusiness industry.**
Information provided in packet.
- ii. Construction Careers Council (CCC): **The Construction Careers Council creates a bright future for West Michigan's construction industry by building a diverse and qualified workforce.**
Information is provided in the board packet.
- iii. Discover Manufacturing (DM): **Mission: "We Exist to Inspire and Expand Manufacturing Talent in West Michigan."**
DM has formed a process workgroup that has made strides toward developing improvements for the council's flagship event, Discover Manufacturing Week, which will be November 6 -10, 2023. Information is provided in the board packet.
- iv. West Michigan Health Careers Council (WMHCC): **Mission: The purpose of WMHCC is to provide an employer-led collaborative council of healthcare employers, educators, workforce**

development, and economic development organizations working together to meet West Michigan's healthcare talent needs.

WMHCC held a family friendly, career fair carnival at the GRCC M-TEC center on August 2nd. 13 employers and 19 total exhibitors attended the event and had the opportunity to speak to over 250 job seekers. Employers anticipate hiring over 50 job seekers as a result of this event. There were many positive comments made by attendees. Additional information is provided in the board packet.

- v. [West Michigan Tech Talent \(WMTT\)](#): **Mission: West Michigan Tech Talent looks to engage employers of Information Technology professionals with best practices, resources and a community to grow, develop, recruit and retain a diverse and inclusive world class IT workforce in West Michigan.**

Information provided in board packet.

Programs

- i. [WMW Sponsored Registered Apprenticeships Program \(WMW RAP\)](#):

Angie reported that West Michigan Works! currently holds standards for 36 US Department of Labor registered apprenticeships, with over 136 active apprentices and almost 70 participating employers. Information provided in packet.

Furthermore, Angie reported that WMW was recently commissioned by the National Association of Workforce Development Professionals (NAWDP) in response to a Request for Proposal (RFP) to provide training for the U.S. Department of Labor (USDOL) Office of Apprenticeship and State Apprenticeship Agency Apprenticeship Training Representatives (ATR). This training will equip ATRs to better assist Registered Apprenticeship (RA) program sponsors in engaging their local workforce development board staff for practical Workforce Innovation and Opportunity Act (WIOA) support. This training will provide ATRs with specific information and tools that help them move from understanding policy alignment to practical implementation with partners. **Enhanced Relationships, Pipeline Development**

- ii. [Ascend Youth Programming](#):

Angie reported that the Ascend team currently provides in-person and virtual programming for eligible youth across our 7-county region. The Ascend Summer Career Readiness Program wrapped up a successful season of summer work experiences with a total of 85 youth attending programming. With cuts to funding for this program, we were happy to only see a decrease of 3 youth served between this year and last year. We were also happy to see stability in the number of youth served as we transitioned to providing 100% in-person work experiences. The Ascend program will debrief for continuous improvement, and transition to year-round activities including recruitment, outreach, and youth retention through quality career coaching and services. **Pipeline Development, Diversity and Inclusion**

- iii. [MiCareerQuest](#):

Angie stated that preparation for MiCareerQuest 2024 is underway with fundraising, timeline planning, and curriculum development for the region's schools. The 2024 event is slated to take place at the end of March. **Pipeline Development**

- iv. [HireReach](#):

Information provided in packet. **Diversity and Inclusion**

- v. [Retention Solutions Network \(RSN\)](#):

Information provided in packet. **Enhanced Relationships, Diversity and Inclusion**

- vi. [Learn, Earn and Provide \(LEAP\) Pilot](#):

Angie reviewed that LEAP launched in Muskegon as a pilot program at the end of January of 2022. It is a program aimed to assist non-custodial parents in obtaining and maintaining employment

and getting back on track with child support payments that is run in close partnership with Muskegon County Friend of the Court and includes both voluntary referrals and mandated participation. This program is now also fully implemented in Allegan. ***Pipeline Development, Diversity and Inclusion***

Initiatives

- i. Michigan Economic Development Corporation (MEDC) Talent Action Team (TAT) Electric Vehicle (EV) & Mobility Pilot:

Information provided in packet. ***Enhanced Relationships, Pipeline Development***

Discussion took place on participant outcomes, referral processes, directing constituents to the appropriate community organizations and to Michigan Works! Service centers.

6. Report on Administrative Activities

Laura Krist, Human Resource Director

- a. ACSET Personnel Actions Report **Information Item**
Laura Krist, Human Resource Director, reported that there have been seven (7) appointments, six (6) separations, and two (2) promotions.
- b. ACSET Operations Staffing **Information Item**
Laura Krist reported that ACSET currently has 212 out of 240 positions filled.
- c. Update to Staffing Chart **Action Required**
Laura Krist reported that after reviewing the current staffing chart and assessing the needs of various programs and departments within ACSET, staff would like GB approval on a few changes. Laura reported that the current Procurement Manager has submitted her resignation, which will be effective as of December 1, 2023. Staff would like to interview and hire a replacement for this position in the next couple of months to allow adequate time to prepare and train the new candidate. Com. De Young noted that this specific agenda item was tabled from the June 2023 meeting due to lack of quorum and requested a separate motion to approve.

Motion – Com. Kallman

Second – Com. Curran

Item Approved by Vote – All 8 members present voted affirmatively. Motion carried.

In addition, Laura reported that within the Sector Strategies Employer Led Collaborative grant (ELCs), as previously reported on by Angie, there are funds to staff a project coordinator to handle additional responsibilities that come with the grant. This position would work within our Business Solutions Department and would support our existing employer-led Industry Councils.

Furthermore, Laura reported that the Project Coordinator would be a new job title on the staffing chart. Laura stated that the responsibilities of this new position would be closely aligned with two other job titles currently on our chart – our Business Solutions Coordinator and Policy Coordinator. Laura reviewed that his new job title would be the same pay grade as the two existing positions.

Lastly, Laura reported that over the past several years ACSET has expanded its work by providing virtual services and using virtual systems and electronic documentation for internal operations. As a result of this shift, there is a growing need for someone who is knowledgeable in system development to help us strategically implement and integrate these systems as well as modify and adjust systems as business processes evolve. Staff have relied on contract service providers to assist with this. Laura stated that adding a Business Systems Analyst as an internal staff person who is knowledgeable about our organization will provide more consistent results and will be more cost effective in the long run.

Staff are requesting Governing Board approval to make these changes to the ACSET staffing chart.

Motion – Com. Ysasi

Second – Com. Hatfield

Item Approved by Vote – All 8 members present voted affirmatively. Motion carried.

Com. Kallman asked if the ACSET Governing Board can grant staff authority to add/hire temporary positions such as the Procurement Manager listed above in the future without having to request approval from the board especially in having a lack of quorum as what happened in June. Discussion took place. Jacob Maas thanked Com. Kallman for recognizing the issue. Jacob stated that staff will look into it further.

7. Other Business

Information Item

- a. West Michigan Works! (WMW) Workforce Development Board (WDB) Terms of Office:
Jacob Maas, Chief Executive Officer, reviewed that every year, one-half of the WDB has expiring terms of office, as required in the Bylaws of the WDB. Jacob reported on behalf of the WDB Nomination Committee, designated by the Executive Committee that there are 17 board members and 1 vacancy with terms of office that expire on October 31, 2023. Staff are collecting applications for the November 1, 2023 through October 31, 2025 office term. In addition to these terms of office expiring, Jacob reported that there are also a couple board members that are either retiring or stepping down from the board whose terms of office expire on October 31, 2024. Staff plan to present the slate of proposed WDB members to the Governing Board for approval in October. Applications for the WDB can be submitted online at: <https://www.westmiworks.org/about-us/leadership/workforce-development-board-application/>.
- b. Wagner Peyser (WP) Proposed Rule:
Jacob Maas reviewed that in June 2023, he sent out an email updating everyone on the status of Department of Labor's (DOL) proposed rules change to Wagner Peyser. Jacob stated that there is no new information to share. The DOL has once again pushed back the timeline to release its decision, which is now the end of August.
- c. Workforce Innovation and Opportunity Act (WIOA) Federal Budget:
Jacob Maas reported that earlier this month, the House Appropriations Committee released its FY24 Labor-HHS-Ed Appropriations Bill. This bill included drastic cuts to core workforce development programs, including Workforce Innovation and Opportunity Act (WIOA) Title I Adult and Youth programs. The bill would result in the elimination of the WIOA Youth program, along with \$712 million in cuts to WIOA Adult funding, beginning October 1, 2023. Alternatively, the Senate Appropriations Committee voted to advance a \$224.4 billion spending measure for the departments of Labor, Education, and Health and Human Services that includes \$13.5 billion for the Labor Department. This budget keeps things relatively flat, with a \$5 million dollar increase focused on apprenticeships. We still haven't seen recommendations coming out of the Executive Office. We plan to continue to demonstrate to our representatives the impact of these crucial programs on our community. Furthermore, Jacob reported that staff recently hosted Congressman John Moolenaar at the Barry County Service Center.

8. Public Comment- None.

Adjournment at 9:44a.m. by Commissioner De Young.

Recorded by: _____ Received by: _____

**ADMINISTRATIVE OFFICE**

Area Community Services
Employment & Training Council
215 Straight Ave NW
Grand Rapids, MI 49504
(616) 336-4100

SERVICE CENTERS**Allegan County**

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

Barry County

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

Ionia County

603 W Adams St
Ionia, MI 48846
(616) 389-8525

Kent County

121 MLK Jr St 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

12331 James St, Suite 130
Holland, MI 49424
(616) 396-2154

MEMORANDUM

TO: ACSET Governing Board

FROM: Jacob Maas, Chief Executive Officer

DATE: October 23, 2023

RE: August 2023 Board Financials

Revenue

Revenues for the two months ending August 31, 2023, total \$5.8M which is 7.92% over budgeted revenue and \$510K over prior year revenue.

Expenditures

Operating expenses are over the proposed budget by 4.79%.

Consumable supplies are up over the prior year by \$74K due to an increase in spending mainly in the WIOA and PATH funds.

Outside services are up by \$213K compared to the prior year. \$183K was spent in Elevate (Formerly Career Point) fund to The Source to administer the grant during the current fiscal year.

Training expenses are over budget by \$291K. This is due to timing differences between the prior year and the current year expenditures mainly in the Going Pro Talent Fund (GPTF).

Area Community Services Employment and Training Council
Michigan Works Agency Programs
Statement of Revenue & Expenses
For the Two Months Ending August 31, 2023

	YTD Thru August 2023 Actual	YTD Thru August 2022 Actual	YTD 2023/2024 Budget	Budget Variance	Budget Variance %
Total Revenue	<u>\$ 5,781,599</u>	<u>\$ 5,271,523</u>	<u>\$ 5,357,241</u>	<u>\$ 424,358</u>	<u>7.92%</u>
Expenses					
Operating Expenses					
Wages	\$ 1,920,027	\$ 1,798,068	1,946,504	\$ 26,477	1.36%
Fringe Benefits	703,368	630,625	686,803	(16,565)	-2.41%
Consumable supplies	167,875	93,630	171,459	3,584	2.09%
Transportation	15,666	12,459	24,083	8,417	34.95%
Outside services	287,851	75,008	116,917	(170,934)	-146.20%
Space and communications	278,165	286,982	287,021	8,856	3.09%
Equipment rent and maint	4,586	4,778	1,333	(3,253)	-244.04%
Equipment purchases	11,453	9,295	6,000	(5,453)	-90.88%
Other expense	256,153	221,463	238,313	(17,840)	-7.49%
Total operating expense	<u>3,645,144</u>	<u>3,132,308</u>	<u>3,478,433</u>	<u>(166,711)</u>	<u>-4.79%</u>
Subcontractors	\$ 98,063	\$ 99,059	\$ 113,367	\$ 15,304	13.50%
Training	\$ 1,634,866	\$ 1,526,530	\$ 1,343,985	\$ (290,881)	-21.64%
Direct Client Expenses	<u>\$ 403,526</u>	<u>\$ 513,626</u>	<u>\$ 421,456</u>	<u>\$ 17,930</u>	<u>4.25%</u>
	<u>\$ 2,136,455</u>	<u>\$ 2,139,215</u>	<u>\$ 1,878,808</u>	<u>\$ (257,647)</u>	<u>-13.71%</u>
Total Expenses	<u>5,781,599</u>	<u>5,271,523</u>	<u>5,357,241</u>	<u>(424,358)</u>	<u>-7.92%</u>
Excess of Revenue over Expense	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>

Unaudited

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MEMORANDUM

TO: ACSET Governing Board

FROM: Jacob Maas, Chief Executive Officer

DATE: October 23, 2023

RE: 2024 Meeting schedules

Background

We would like to make the following recommendations for the 2024 Governing Board Meeting Schedule.

Governing Board**DRAFT-2024 Meeting Schedule:**

Meetings are held at 8:30 a.m. on the following dates:
(except December)

February 26, 2024	Westside Service Center 215 Straight Ave NW ▪ Grand Rapids, MI 49504
April 22, 2024	Westside Service Center 215 Straight Ave NW ▪ Grand Rapids, MI 49504
June 24, 2024	Westside Service Center 215 Straight Ave NW ▪ Grand Rapids, MI 49504
August 26, 2024	Westside Service Center 215 Straight Ave NW ▪ Grand Rapids, MI 49504
October 28, 2024	Westside Service Center 215 Straight Ave NW ▪ Grand Rapids, MI 49504
December 9, 2024	Frederik Meijer Gardens & Sculpture Park 1000 East Beltline NE ▪ Grand Rapids, MI 49525

Action

We are requesting approval of the 2024 Governing Board Meeting Schedule.

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Ottawa County

12331 James St, Suite 130
Holland, MI 49424
(616) 396-2154

MEMORANDUM

TO: ACSET Governing Board

FROM: Janette Monroe, Executive Assistant

DATE: October 23, 2023

RE: Member Term of Office: November 1, 2022 – October 31, 2024

Background

As of July 2023, the West Michigan Works! Workforce Development Board had two (2) vacant seats for the term of office through October 31, 2024. The first vacancy is a business seat, which was previously filled by Randy Boss from Ottawa Kent Insurance. Staff are currently seeking a replacement to fill this seat. The second vacancy is in the Higher Education sector. Dr. Stacy Young recently departed Montcalm Community College (MCC) for a position in another state. Since then, MCC has selected an interim President, Connie Stewart, while the college pursues Dr. Young's predecessor. Connie Stewart has since applied to fill the seat on behalf of Montcalm Community College.

On September 18, 2023, the Executive Committee of the WDB approved and supported Connie Stewart's application.

Business (1):

vacant

Higher Education (1):

Connie Stewart, Montcalm Community College

Action

We request approval from the ACSET Governing Board for Connie Stewart's appointment to serve on the WDB with the term of office dates through October 31, 2024 and to continue seeking fulfilling the business seat until further notice.

Pursuant to Article I, Section 9 of Area Community Services Employment & Training (ACSET) Amended Bylaws dated April 26, 2021, a seventy-five percent (75%) affirmative vote of the members present is required for approval of appointment of members to the Workforce Development Board.

Sector	First Name	Last Name	Company	Title
Business	Nora	Balgoyen	ITC Holdings	Area Manager
Business	Mark (John)	Bergsma	Berends Hendricks Stuit Insurance	Account Executive, Sales Management
Business	vacant	vacant	vacant	vacant
Business	Kenyatta	Brame	Cascade Engineering	Executive Vice President & Chief Administrative Officer
Business	Heather	Daniel	Haworth, Inc	Program Manager, Human Resources
Business	Sara	Whisler	CarbonSix	Human Resource Manager
Community Based Organization	Kristin	Garris	Goodwill Industries of West Michigan	Chief Workforce Officer
Community Based Organization	TaRita	Johnson	The Right Place Inc	Senior Vice President, Talent & Diversity
Community Based Organization	Jen	Schottke	West Michigan Construction Institute	President
Community Based Organization	Mark	Thomas	Northview Public Schools	High School Principal
Economic Development	Morgan	Carroll	Greater Muskegon Economic Development	Director of Business Development
Economic Development	Gregory S.	King	Lakeshore Advantage	Senior Business Solutions Manager
Higher Education	Daniel	Rinsema-Sybenga	Muskegon Community College	Dean of Academic Affairs
Higher Education	Connie	Stewart	Montcalm Community College	Interim MCC SVP/COO
Organized Labor/Employee Rep	Daniel	TenHooen	Heart of West Michigan United Way	AFL-CIO Community Services Labor Liason
Vocational Rehab	Cathy (Catherine)	Cronick	Michigan Rehabilitation Services	District Manager

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MEMORANDUM

TO: ACSET Governing Board

FROM: Janette Monroe, Executive Assistant

DATE: October 23, 2023

RE: Member Term of Office: November 1, 2023 – October 31, 2025

Background

As of July 2023, the West Michigan Works! Workforce Development Board had 17 board members, including 1 additional vacant business seat, whose term of office expire on October 31, 2023. Of those, staff were notified that John Buchan, recently retired from NN Inc., and Scott McLean, Corewell Health Ventures, requested to step down from his service on the board. Below are the following openings:

Adult Education (1)
Business (11)
Community-Based Organization (1)
Higher-Education (1)
Labor (1)
Organized Labor/Employee Rep (1)
Public Assistance (1)

Applications were reviewed by a Nomination Committee assigned by the Executive Committee. The proposed slate of applicants is listed below. Please note the names highlighted are new applicants interested in joining the board.

Adult Education (1): Tonia Castillo
Business (11): Emily Babson , Jordan Clark, Paul David, Jay Dunwell, Jim Fisher, Jan Harrington-Davis , Jon Hofman, Kelly Kroll , Shana Lewis, Kolene Miller, Samantha Semrau
Community-Based Organization (1): Jennifer Heinzman
Higher-Education (1): Charles Lepper
Labor (1): David Kitchen
Organized Labor/Employee Rep (1): Ryan Bennett
Public Assistance (1): Michelle Seigo

The names highlighted in yellow above, are new applications from the following:

1. Emily Babson, Plascore
2. Jan Harrington-Davis, Corewell Health
3. Kelly Kroll, Bradford White

On September 18, 2023, the Executive Committee of the WDB approved and supported the above slate of applicants.

Action

We request approval from the ACSET Governing Board for appointment the above slate to serve on the WDB with the term of office dates November 1, 2023 through October 31, 2025.

Pursuant to Article I, Section 9 of Area Community Services Employment & Training (ACSET) Amended Bylaws dated April 26, 2021, a seventy-five percent (75%) affirmative vote of the members present is required for approval of appointment of members to the Workforce Development Board.

Sector	First Name	Last Name	Company	Title
Adult Education	Tonia	Castillo	Ottawa Area Intermediate School District	Director of Adult Training and Career Services
Business	Emily	Babson	Plascore	Director of Human Resources
Business	Jordan	Clark	Meijer	Sr. Mgr, Compensation
Business	Paul	David	Fleis & Vandenbrink	Human Resources Director
Business	Jay	Dunwell	Wolverine Coil Spring Co	President
Business	Jim	Fisher	Second Act, LLC	President
Business	Jan	Harrington	Corewell Health	SVP, Talent Attraction
Business	Jon	Hofman	Holland Board of Public Works (HBPW)	Human Resources Manager
Business	Kelly	Kroll	Bradford White Corporation	Human Resources Business Partner
Business	Shana	Lewis	Trinity Health	Vice President of Talent Acquisition/Workforce Development Programs
Business	Kolene	Miller	Perrigo	Global Diversity Officer & Global Talent Acquisition Strategy Director
Business	Samantha	Semrau	Kendrick Plastics	VP of Human Resources
Community Based Organization	Jennifer	Heinzman	Barry County Chamber of Commerce & Economic Development Alliance	President/Executive Director
Higher Education	Dr. Charles W	Lepper	Grand Rapids Community College	President
Labor	David	Kitchen	West Michigan Electrical JATC	Training Director
Organized Labor/Employee Rep	Ryan	Bennett	West Michigan Plumbers & Fitters #174	Business Manager
Public Assistance Agencies (PA 491 req)	Michelle	Seigo	MI Department of Health and Human Services, Ionia & Montcalm Counties	Director

ACSET Personnel Actions – October 20, 2023

CLASS	EMPLOYEE	APPOINTMENT	DATE	LOCATION
Appointments				
<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Accounting Assistant	Matthew Smotrilla	Permanent	9/5/23	Grand Rapids NW
Attorney	Jeffrey Dornbos	Permanent	9/5/23	Administrative Office
Career Coach	Rawa Kado	Permanent	8/21/23	Grand Rapids SE
	Calvin Mills		8/21/23	Grand Rapids NW
	Victoria Rea		9/18/23	Allegan
Procurement Manager	Richard Lovell	Permanent	10/16/23	Administrative Office

Separations				
<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Separation Date</u>	<u>Location</u>
Career Coach	Charlotte Johnson	Permanent	9/7/23	Muskegon
Career Navigator	Arnold Sanchez	Permanent	10/11/23	Grand Rapids NW
	Nena Williams		10/11/23	Ottawa
Chief Financial Officer	Robert Perkins	Permanent	10/20/23	Administrative Office
Talent Development Instructor	Steven Goolian	Permanent	9/1/23	Ottawa

Promotions/Transfers				
<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Business Solutions Representative to Assistant Manager	Sadie Morrissey	Permanent	9/4/23	Grand Rapids NW
Industry Council Lead to Business Solutions Manager	Karrie Brown	Permanent	9/4/23	Grand Rapids NW
Records Service Specialist to Quality Assurance Specialist	Rebecca McMurray	Permanent	9/18/23	Grand Rapids NW

Current

October 2023

CLASSIFICATION	Approved	Filled (Permanent)	Filled (Other)	Vacant
Accountant	4	2	0	2
Accounting Assistant	5	5	0	0
Accounting Manager	1	1	0	0
Accounting Supervisor	1	0	0	1
Apprenticeship Success Coordinator	2	2	0	0
Assessment Specialist	4	4	0	0
Assistant Manager	15	15	0	0
Attorney	2	2	0	0
Budget Analyst	1	0	0	1
Business Solutions Director	1	1	0	0
Business Solutions Manager	2	2	0	0
Business Solutions Representative	17	13	0	4
Business Systems Analyst	1	0	0	1
Career Coach	54	50	0	4
Career Navigator	28	24	0	4
Chief Executive Officer	1	1	0	0
Chief Financial Officer	1	0	0	1
Chief Operating Officer	1	1	0	0
Computer Support Specialist	2	2	0	0
Custodian	1	0	0	1
Director of Development and Innovation	1	1	0	0
Executive Assistant	1	1	0	0
Facilities Coordinator	1	1	0	0
Facilities Manager	1	1	0	0
Human Resource Assistant	3	3	0	0
Human Resource Director	1	1	0	0
Industry Council Leads	5	4	0	1
Information Technology Manager	1	1	0	0
Marketing & Communications Assistant	1	0	0	1
Marketing & Communications Coordinator	3	3	0	0
Marketing & Communications Director	1	1	0	0
Performance Analyst	6	6	0	0
Policy Manager	4	4	0	0
Procurement Manager	2	2	0	0
Project Coordinator	8	6	0	2
Project Manager	7	6	0	1
Quality Assurance Specialist	10	10	0	0

Records Service Specialist	5	4	0	1
Resource Specialist	4	3	0	1
Retention Solutions Manager	1	0	0	1
Success Coach	3	3	0	0
Talent Development Instructor	11	9	0	2
Talent Development Manager	1	1	0	0
Talent Development Specialist	9	7	0	2
Talent Solutions Director	1	1	0	0
Talent Solutions Manager	6	6	0	0
Training Consultant	1	1	0	0
Youth Solutions Manager	1	1	0	0
TOTALS	243	212	0	31

CLASSIFICATION	Filled
Participant/Temporary	3

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MEMORANDUM

TO: ACSET Governing Board

FROM: Laura Krist, Human Resource Director

DATE: October 23, 2023

RE: Request to update staffing chart for West Michigan Works!

Background:

After reviewing our current staffing chart and assessing the needs of the various programs and departments within West Michigan Works!, we have determined the following additional positions would be appropriate:

Industry Council Lead – add 1 position

West Michigan Works! has received a request to form an Industry Council Lead for the hospitality sector from Experience GR, an organization promoting tourism and community development. Experience GR will provide the funding needed to support this full time staff position on our staffing chart.

Success Coach – add 1 position

In order to support employer-connected job seekers associated with On the Job Trainings (OJT) and apprenticeships not co-enrolled in other programs throughout our region, we are in need of an additional Success Coach. Currently this work is being done by our career coaches, however, these individuals are not in need of coaching, career pathway planning, or training as they have employment pending. Adding this regional position would alleviate this responsibility from our career coaches so they can focus on individuals in need of job seeking support. This position would be supported with funding from a variety of programs and grants including WIOA, BRES, One Workforce and apprenticeship grants.

Action:

We are requesting Governing Board approval to make these changes to the West Michigan Works! staffing chart. We have adequate funding in our budget to support this request.

Service Summary Explanation

October 1, 2022 – August 31, 2023

Management Observations and Highlights

- *Service Center Traffic:* Service center traffic shows a slightly higher than average increase through the month of August. This is on par with anticipated projections as more individuals continue to engage into in person job search activities.
- *Employers Served:* Consistently, the business solutions team serves more returning employers than new employers from month to month. Numbers increased during this past quarter due to outreach during the beginning of this new program year. We continuously strive to connect with new employers as time allows, while also maintaining quality services for existing customers.
- *Jobs Filled by Industry:* Jobs filled numbers have also increased over this past quarter due to increased outreach at the beginning of this program year.
- *Going Pro Talent Fund:* total number of trainings completed *and* paid out each month. Training is not always paid out the same month the training was completed due to delays in employer reporting and documentation collection. Data is reflective of multiple fiscal years and/or cycles within a fiscal year. Current billing includes training authorized to take place under the FY23 Cycles 1 and 2 funding.
- *Hiring Events:* Business Solutions and Development & Innovation staff are collaborating to reimagine in-person hiring events during the fall of this year. Q3 saw an increase in employer and job seeker participation likely due to several in-person hiring events held, in addition to regularly scheduled virtual events. In July and August of Q4, West Michigan Works! hosted 8 hiring events with 75 employers and 441 job seekers attending those events. This included a healthcare career fair carnival held in August.
- *Retention Solutions Network:* Success Coaches are providing more services to employees at member companies. We continue to work on recruiting more employer members. February experienced a slight decrease in employees served and barriers addressed, likely due to staff training and it being a shorter month. RSN is now fully staffed, and success coaches have been assigned to geographic regions.
- *WorkReady Certificates Earned:* We have begun the process of improving both attendance and the overall curriculum for these workshops. So far, we have seen a 5% increase in unique workshop attendance compared to preassessments taken over the last 2 months.



Service Summary Oct. 1, 2022 to Aug. 31, 2023

The data shown on this Service Summary are indicators of the organization's progress toward fulfillment of its services-based strategic priorities, as developed in the 2020 Strategic Plan: Enhanced Relationships, Pipeline Development, and Diversity and Inclusion. Each indicator is a reflection of the work conducted on an operational level to ensure robust service delivery and strategic plan alignment.

Additional information and explanation about the data presented are included the narrative.

Strategic Plan Alignment



Enhanced Relationships



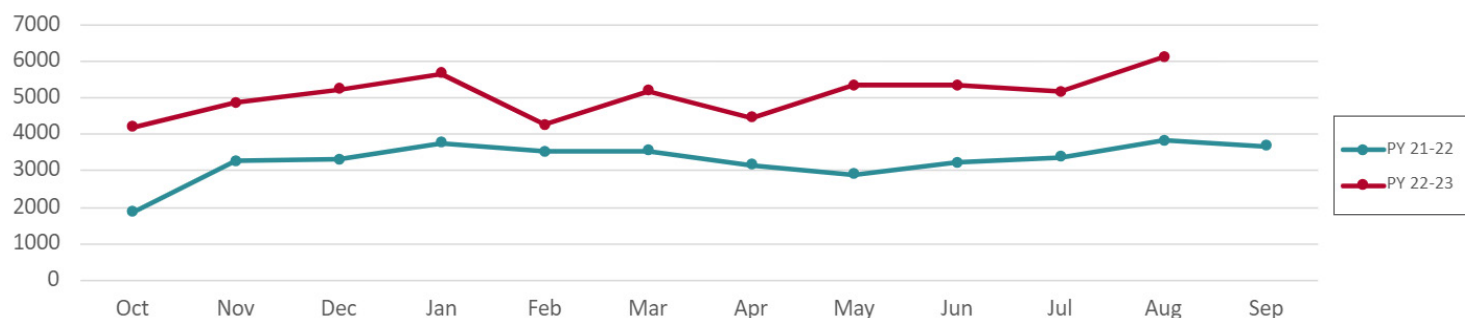
Pipeline Development



Diversity and Inclusion

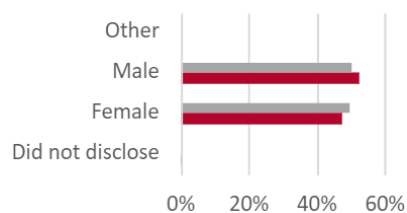
Service Center Traffic & Call Volume* (PY comparison by month)

*call volume not included in PY 21-22 numbers

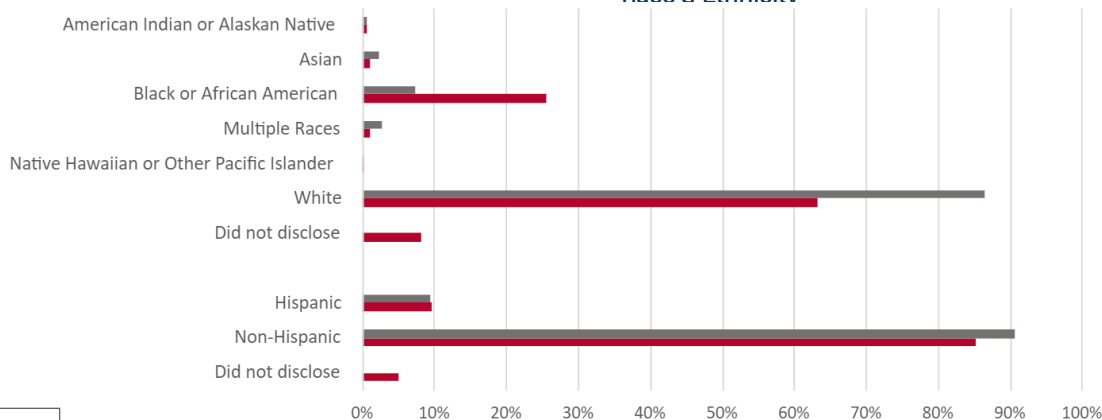


Diversity of Job Seekers Served

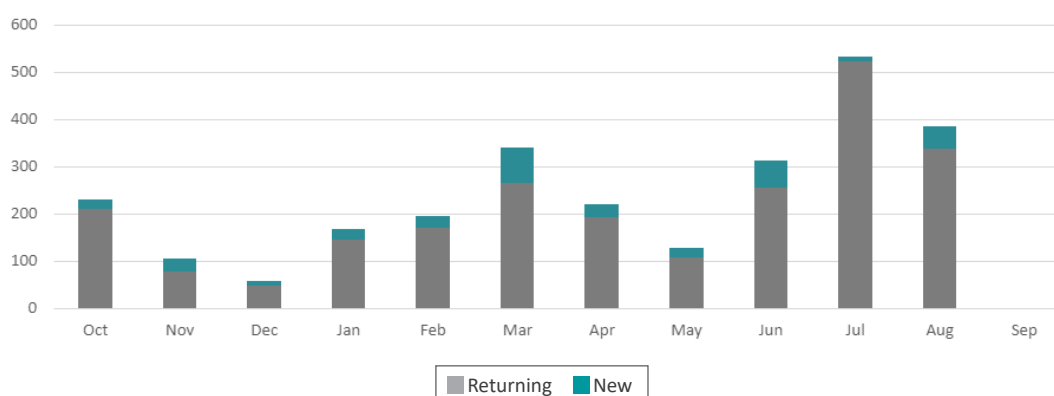
Gender



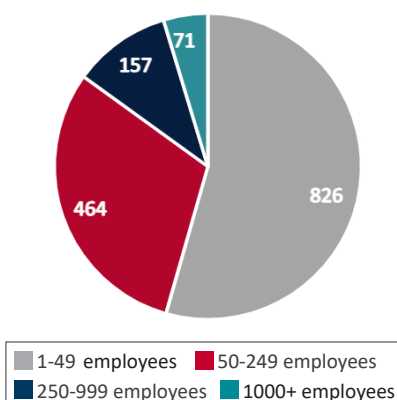
Race & Ethnicity



Employers Served (unique count)



Diversity of Employers Served (by size)



Jobs Filled by Industry

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Agribusiness	0	0	90	5	43	27	35	47	22	39	71	
Construction	39	5	43	2	8	58	17	9	47	33	73	
Healthcare	99	299	3	188	91	33	39	105	113	63	291	
IT	106	69	0	3	0	12	13	2	6	11	5	
Manufacturing	367	302	226	35	83	40	26	362	533	376	484	
Other	60	99	73	228	77	170	93	57	155	99	143	
Total	671	774	435	461	302	340	223	582	876	621	1067	

Training: by Industry

	New Hire	Classroom	Apprentice	Credentials Earned
Construction	40	447	1	8
Healthcare	101	604	38	322
Information Technology	32	32	0	8
Manufacturing	147	110	0	17
Other	133	194	0	363
Total	453	1387	39	718

Active grants supporting new hire, classroom and apprenticeship training this reporting period:

Going PRO Apprenticeship (GPA)
 MiREACH
 MiLEAP
 One Workforce
 PATH Subsidized Employment
 State Apprenticeship Expansion (SAE)
 WIOA Incumbent Worker Training
 WIOA Individual Training Accounts
 WIOA On-the-Job Training
 WIOA Youth Work Experience
 Young Professionals
 DTE Foundation

Training (completed): Going PRO Training Fund

	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23	Jul 23	Aug 23
New Hire	668	313	55	345	599	568	225	165	166	196	147
Classroom	161	281	79	344	117	459	209	56	168	197	95
Apprenticeship	13	18	0	13	2	130	48	16	65	63	6
Total	842	612	134	702	718	1157	482	237	399	456	248

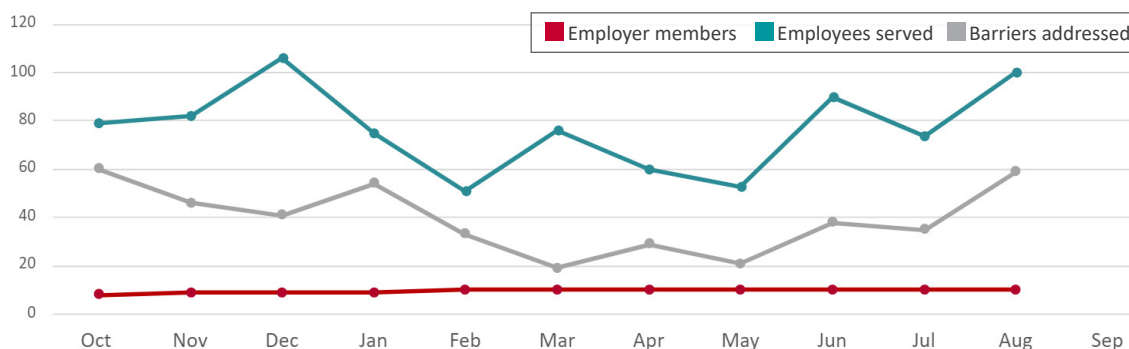
Hiring Events

	Events	Employers	Job Seekers
Q1	2	62	65
Q2	5	79	157
Q3	19	276	493
Q4	8	75	441
TOTAL	34	492	1156

Retention Solutions Network

Success coach hours
(cumulative, reported quarterly)

922.00



WorkReady Certificates Earned (cumulative, reported quarterly)

3,053
Pre-Assessments

163
Post-Assessments

281
WorkReady
Certificates

187
WorkReady Plus
Certificates



Service Summary
Oct. 1, 2022 to Aug. 31, 2023

Service Summary: Strategic Plan Alignment and Indicator Descriptions

Pipeline Development: Expand the local pipeline of work-ready talent to meet the needs of the workforce and of West Michigan employers.	Enhanced Relationships: Foster widespread networks to collaboratively address workforce needs in the region.	Diversity and Inclusion: Enable a culture that honors the worth and dignity of all people, where staff and customers have equitable access to opportunities.
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The indicators shown on the Service Summary are provided to inform the board about the impact of services provided through a variety of workforce development programs. Each represents the implementation of goals in the Strategic Plan.

Indicator	Strategic Plan Alignment	Narrative
<i>Service Center Traffic & Call Volume</i>	Pipeline Development	This indicator shows the funnel of job seekers entering our system through the service centers and virtual appointments, giving us an opportunity to expand the talent pipeline. In October 2021, we began implementing a new tracking system. During this period, UIA reinstated the Register to Work requirement, which brought more people into the centers. The data does not include attendance at workshops, focused job search, or coaching sessions. This will be added as the tracking system is expanded.
<i>Diversity of Job Seekers</i>	Diversity and Inclusion	This indicator shows the variety of job seekers we work with compared to the region. With the implementation of the new tracking system, we resumed tracking demographic data. Although we are in the early stages of collecting this data, management regularly observes and monitors this information.
<i>Employers Served</i>	Enhanced Relationships	This indicator shows unique employers served each month, and reflects the widespread networks developed by staff. An employer is counted once per program year as unique; they likely received multiple services throughout the year. A new employer is one that has never engaged with WMW. A returning employer is one that has received services from WMW in a prior program year(s).
<i>Diversity of Employers</i>	Diversity and Inclusion; Enhanced Relationships	This indicator shows a comprehensive picture of our employer customers based on size (total number of employees). This data is helpful in planning initiatives and for identifying specific employer groups. Although we work with any size company, we target those most in need of our services which are often smaller companies without internal HR capacity.

Indicator	Strategic Plan Alignment	Narrative
<i>Jobs Filled by Industry</i>	Enhanced Relationships; Pipeline Development	This indicator shows the number of jobs filled with employer customers of WMW and with our assistance. The variation in month-to-month numbers may reflect delays in reporting WMW, as well as unique needs within a variety of employers. Spikes in the numbers may also reflect hiring events supported by WMW.
<i>Training: by Industry</i>	Pipeline Development	This indicator shows WMW efforts to expand the local pipeline of work-ready talent by supporting training and skill upgrading. The data is presented by industries most in demand in the region. Food Processors, as part of Agribusiness, are currently reported under manufacturing. On-the-Job Training provided to New Hires results in advancement of skills and wages but does not provide a credential. This data does not include training funded by Going Pro Talent Fund.
<i>Training (completed): GoingPro</i>	Enhanced Relationships; Pipeline Development	As one of our largest funding sources for employer-driven training, Going PRO Talent Fund (GPTF) is reported separately. Allowable training funded by GPTF includes new hire, incumbent, and registered apprenticeships.
<i>Hiring Events</i>	Enhanced Relationships; Pipeline Development	This indicator shows hiring events that bring employers and job seekers together, requiring coordination across multiple departments and programs. We continue to look for new and innovative ways to conduct outreach to job seekers, including greater collaboration with community partners.
<i>Retention Solutions Network</i>	Enhanced Relationships; Pipeline Development	This indicator shows how we leverage networks among community partners to provide services to member employers. Data reflects services provided by Success Coaches via dedicated on-site hours as well as virtual. Services provided to each employee does not consider the high number of touchpoints with the coach. Barriers addressed can include needs for transportation, housing, medical bills, utilities, and many more, all so that workers can successfully engage and fulfill their role for the employer.
<i>WorkReady Certificate Earned</i>	Pipeline Development	This indicator shows the delivery of employability skills training, the highest need for skillsets expressed by the region's employers. Job Seekers take a pre-assessment to determine areas of readiness and areas for improvement; they only attend workshops for areas identified as needing improvement. A post-assessment determines their skill attainment and if successful, earns a certificate. This conveys to employers that they are "work ready." Workshops are offered at service center locations and at partner locations.

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MEMORANDUM

TO: ACSET Governing Board

FROM: West Michigan Works! Staff

DATE: October 23, 2023

RE: Solutions Driven Updates

Enhanced Relationships:

Foster widespread networks
to collaboratively address
workforce needs in the
region.

Pipeline Development:

Expand the local pipeline of
work-ready talent to meet
the needs of the workforce
and of West Michigan
employers.

Diversity and Inclusion:

Enable a culture that honors
the worth and dignity of all
people, where staff and
customers have equitable
access to opportunities.

Grant Updates

Early Childhood Education (ECE) Registered Apprenticeships: The Early Childhood Investment Corporation's (ECIC) Childcare Investment Fund awarded West Michigan Works! \$120,000 to convene leaders to develop solutions that will help finance, provide educational support, and increase compensation for jobseekers who want to become early childhood educators. Under this 1-year grant, West Michigan Works! Plans to convene early childhood education stakeholders across our region to develop and launch a plan that will bolster the early childhood educator pipeline. ***Enhanced Relationships, Pipeline Development***

Health Resources & Services Administration (HRSA): The Department of Health and Human Services (DHHS) awarded a \$2.9 million dollar Health Resources & Services Administration (HRSA) grant to Grand Rapids Community College (GRCC). West Michigan Works! (WMW) has partnered with GRCC and Corewell Health, Cherry Health, and Trinity Health Systems to implement the grant. This three-year grant will expand the public health workforce in West Michigan through classroom training and apprenticeship opportunities. The focus is on 150 participants, with approximately 60% of grant dollars going directly toward students. ***Enhanced Relationships, Pipeline Development***

Michigan Career Opportunity Academies for Community Health (MiCOACH): The Department of Health and Human Services (DHHS) awarded a \$3 million dollar Health Resources & Services Administration (HRSA) grant to the State of Michigan, Labor and Economic Opportunity (LEO). LEO has partnered with multiple Michigan Works! Agencies and Intermediate School Districts (ISD) to increase the number of Community Health Workers (CHWs) and Health Support in the ISDs. Locally, WMW will work with MAISD and the Muskegon Heights Public School system. This three-year grant will aim to improve the dissemination of health information, connection

to mental health resources, and help create safer, healthier school environments and communities. Throughout the course of this grant, WMW will partner to serve 24 recently or soon to graduate Muskegon Heights youth. Six of the eight participants successfully completed the first cohort. ***Enhanced Relationships, Pipeline Development***

The Michigan Citizen Reentry Initiative (MiCRI): A cooperative grant opportunity with the US Department of Labor and the Department of Justice with a state award of \$7.6 million to launch the new initiative designed to reduce recidivism among justice involved citizens and increase their successful participation in employment and training opportunities. This includes individuals incarcerated in the Federal Correctional Institute (FCI) in Milan, Michigan and four Residential Reentry Centers (RRC). Although the planning stages for this grant is anticipated to conclude in April, participants have not yet transitioned into the RRCs. As we currently understand it, WMW services cannot begin until this time. ***Enhanced Relationships, Diversity and Inclusion***

Michigan Incarcerated Veterans' In-Reach Program (MIVIP): Led by LEO's Veterans' Employment Services team in partnership with the Michigan Department of Corrections and the Michigan Works! network. In addition to the in-reach employment services, veterans will receive post-release wrap-around services to help ensure each participant's success and reduce recidivism. One of the primary goals is to help incarcerated veterans understand how their military experiences can bring value to the civilian workplace including how to market their credentials as well as skills such as teamwork, problem solving, adaptability and effective communication. The \$2.4M in funding to support MIVIP was provided through a Pathway Home grant from the U.S. Department of Labor's Employment and Training Administration. ***Diversity and Inclusion, Pipeline Development***

Grand Rapids Community College One Workforce Grant: WMW has partnered with GRCC on a \$9.8 million H1-B One Workforce Grant, focusing on advanced manufacturing, received by GRCC. Similar to the America's Promise Grant, the H1-B One Workforce Grant is a 4-year grant and will rely on a network of partners across the region, including Montcalm Community College, Muskegon Community College and multiple community partners to provide training and employment to hundreds of workers across West Michigan. We are currently in year 3 of this grant. ***Enhanced Relationships, Pipeline Development***

Michigan Learning and Education Advancement Program WMW, in partnership with Grand Rapids Community College, Montcalm Community College, Muskegon Community College, and West Michigan Center for Arts and Technology (WMCAT) received a \$2 million award to fund short term, high demand training that leads to a credential in the food processing, healthcare, IT, retail, sales, supply chain, and manufacturing. MiLEAP focuses on individuals who are dislocated, underemployed, essential workers, those living in distressed rural and urban communities and economically disadvantaged. The state granted a no cost extension through June 30, 2024 and we have expanded training opportunities to include high demand

credentials offered through other local area providers. ***Enhanced Relationships, Pipeline Development***

Barrier Removal and Employment Success (BRES) Expansion: The Michigan Department of Labor and Economic Opportunity (LEO) is encouraging organizations who can assist Michiganders with removing barriers to employment to apply for the \$14.6 million Barrier Removal and Employment Success grant program starting Monday, May 22. Eligible applicants for funding include, but are not limited to, community-based organizations, educational institutions, and Michigan Works! agencies, private for-profit agencies, private non-profit agencies, and other established, experienced providers of supportive services. The total funding available for this initiative is \$14,625,000. Entities awarded funding under this Request for Proposals that are not Michigan Works! agency (MWA) will be required to partner with a local MWA for the purpose of fiduciary responsibilities and required reporting. ***Update:*** to ensure equity in access to funding opportunities, the Michigan Department of LEO, Workforce Development has discontinued the Request for Proposals (RFPs) published on May 22, 2023, for the Barrier Removal for Employment Success program. No awards were granted. We anticipate a new RFP to be released in the future. ***Update:*** The state has reissued the RFP with a submission deadline of October 20, 2023. ***Pipeline Development, Diversity and Inclusion***

Michigan Rural Enhanced Access to Careers in Healthcare (MiREACH): WMW has partnered with the Department of Labor and Economic Opportunity on a \$2.5 million USDOL H1-B Rural Healthcare grant program. This is a 4-year grant which aims to increase the number of individuals training in healthcare occupations that directly impact patient care; and alleviate healthcare workforce shortages by creating sustainable employment and training programs in healthcare occupations serving rural populations. ***Enhanced Relationships, Pipeline Development***

State Apprenticeship Expansion (SAE) – West MI Works: The Michigan Department of Labor & Economic Opportunity, Workforce Development (LEO-WD) awarded WMW \$525,800 to help create 200 new registered apprentices during the grant period of April 13, 2021 through June 30, 2024. To date, we have enrolled 116 new apprentices and expended \$363,877 in grant funds including almost \$83,000 in direct employer supports. ***Enhanced Relationships, Pipeline Development***

State Apprenticeship Expansion (SAE) – Michigan Energy Workforce Development Consortium (MEWDC): WMW is providing Project Management and Apprenticeship Program Technical Assistance for the State Apprenticeship Expansion grant awarded to the consortium by LEO-WD. WMW continues to support other contracted Michigan Works Agencies to enroll participants in the grant. 203 apprentices have been supported through this grant, including employer incentives of \$218,600. ***Enhanced Relationships, Pipeline Development***

MDARD Specialty Crop Grant: The Agribusiness Talent Council of West Michigan was awarded a grant via West Michigan Works! to provide funding for over \$80,000 of food safety and leadership training. Additionally, the funds will pay production costs to produce 5 videos to market high skill, in demand career opportunities at West Michigan are specialty crop growers. In September, the ATC has received approval to reallocate funds from its Michigan Department of Agriculture and Rural Development (MDARD) Specialty Crop Block Grant for employers to receive 100% reimbursement for the Varnum Law Agricultural Employment Compliance Guide. This is a first step towards a workgroup that will investigate the utilization of various visa employment programs in farming and food production, and identifying resources to connect employers with to support recruiting and hiring from the global workforce. ***Enhanced Relationships, Pipeline Development***

Going PRO Talent Fund:

Fiscal Year 2023:

The Michigan Department of Labor and Economic Opportunity announced the award of \$64,792,406 to 1,103 employers statewide for the Going PRO Talent Fund (GPTF) for fiscal year 2023. West Michigan Works! employer awards are outlined below:

- Cycle 1: 201 employers received a total of \$17,463,904.00. Approved training may occur from February 1, 2023 – January 31, 2024.
- Cycle 2: 69 employers received a total of \$3,697,712. Approved training may occur from July 17, 2023 - July 16, 2024.

A full list of FY23 grant recipients statewide is available online at Michigan.gov/TalentFund.

Fiscal Year 2024:

West Michigan employers looking to apply for the FY24 Cycle 1 Going PRO Talent Fund program will be able to apply for a share of approximately \$50 million in competitive training awards from October 9 – October 27, 2023. Employers can learn more about the upcoming Going PRO Talent Fund application process for cycle 1 by watching this [information session video](#). ***Enhanced Relationships, Pipeline Development***

Sector Strategies Employer Led Collaborative Grant: West Michigan Works was awarded a \$406,472 Sector Strategies Employer Led Collaborative (ELCs) Grant from the Michigan Department of Labor and Economic Opportunity in July 2023 to support the development of new, or enhance existing, employer-led collaboratives throughout the state. This is a two-year grant ending September 30, 2025. Grant funds will allow WMW to maximize impact of our existing employer-led Industry Talent Councils through. With the funding, WMW will hire a Project Coordinator to assist all five WMW industry talent councils with project implementation, connecting with the community, and building diverse talent pipelines. Additionally, funding would support training registered apprentices in brand new high demand

occupations and a summer camp for the construction industry. ***Enhanced Relationships, Pipeline Development***

Michigan Statewide Targeted Apprenticeship Inclusive and Readiness System (MiSTAIRS): West Michigan Works! received \$324, 625 in funding from the Department of Labor and Economic Opportunity to support the continuation of development and implementation of comprehensive strategies to support Registered Apprenticeship (RA) expansion; engage industry and workforce intermediaries, employers, and other partners to expand and market RA to new sectors and underserved populations; enhance capacity to conduct outreach and work with employers to start new programs; and expand and diversify participation in RA through innovations, incentives, and system reforms. WMW will target underrepresented populations for direct enrollment and completion of RAP. Funding will be available July 2, 2023, through June 30, 2025. ***Enhanced Relationships, Pipeline Development, Diversity and Inclusion***

Industry Talent Councils

There are a variety of ways to stay connected to the innovative work taking place under each of the WMW! Industry Talent Councils (ITC). Each council has expanded its outreach with dedicated LinkedIn accounts and bimonthly newsletters. The increased online presence will allow each ITC to provide employers and partners in each industry with pertinent information such as industry workforce trends, council initiatives and expansion of networks to participate in future projects. In September, WMW convened ITC members from all five industry talent councils at an annual event to share best practices, celebrate successes, and collaborate on future events. Additionally, each council published a Community Impact Report highlighting the impact of their work over the last year. These reports are included along with the agenda packet and can also be found on the homepage of each council's website linked below. ***Enhanced Relationships, Pipeline Development***

Agribusiness Talent Council of West Michigan (ATC) Mission: The Agribusiness Talent Council is an employer-led collaborative that seeks to expand the talent pool by promoting career pathways and opportunities in West Michigan's agribusiness industry. The ATC will host its next quarterly job fairs for opportunity populations, in partnership with regional and state partners who serve these populations November 9th and will be held at the WMW SE Service Center. Planning will begin for 2024 Career AG-xploration events soon, as we await the decision for the MDARD Rural Readiness Grant, which would expand the event to 4 additional counties. The ATC approved applying for the USDA Agriculture and Food Research Initiative Food and Agricultural Non-Formal Education Grant, which could provide up to \$750,000 to pilot expanded career exploration activities across the region for K-12 students.

Construction Careers Council (CCC) Mission: The Construction Careers Council creates a bright future for West Michigan's construction industry by building a

diverse and qualified workforce. The CCC is currently working on Careers in Construction Month in their “campaign” strategy to increase construction career awareness. The council is planning on doing traveling roadshows in classrooms (6th-12th grades), an all women panel during construction inclusion week, and a before the jobsite workshop at the end of October. The council has also continued to interview and write blogs on the “Women Who Build West Michigan” to increase diversity and encourage women to join the construction industry. These blogs can be found on the CCC website. The project is moving towards a podcast along with the articles. Furthermore, within the framework of the “train” strategy, the CCC is close to getting their Before the Jobsite downloadable checklist on the website, which will be a helpful tool for job seekers and students preparing for an interview within construction. The project will also pilot a workshop within classrooms that will expose students to careers within the industry and interviewing skills. Lastly, the CCC approved a project designed around improving mental health within the construction industry focusing on substance abuse, suicide, stigma, and depression and anxiety among the workforce. The project team has been formed, has met once and is working diligently to make sure the project is done correctly and can offer solutions to the issues listed above.

Discover Manufacturing (DM) Mission: “We Exist to Inspire and Expand Manufacturing Talent in West Michigan.” DM has implemented improvements for the council’s flagship event, Discover Manufacturing Week, which will be November 6 -10, 2023. The changes are designed to help streamline the registration and matching process, putting less stress on educational champions, while increasing the effectiveness of communication to employers.

Project planning for multiple approved projects have been under development including redesigning activities in a Mobile Manufacturing Lab owned by Grand Rapids Community College, monitoring inquiries and outcomes for Adopt-A-School, planning for a Career Readiness Event in April 2024, and marketing an online Earn and Learn directory.

West Michigan Health Careers Council (WMHCC) Mission: The purpose of WMHCC is to provide an employer-led collaborative council of healthcare employers, educators, workforce development, and economic development organizations working together to meet West Michigan’s healthcare talent needs. WMHCC is collaborating with IMPART Alliance on a State of Michigan MICA 3.0 grant initiative to improve outcomes for direct care workers across the state of Michigan. An enhanced training curriculum has been developed, train-the-trainer sessions have occurred, and worker training began in April. The council continues the advancement of several new and established apprenticeship programs including recent submissions to the US Department of Labor for Cardiovascular Technicians and Anesthesia Technologists programs. The council has made significant progress on revising and finalizing a comprehensive credential list for

the healthcare industry. The directory is available online on the WMHCC website and continues to be updated with new programs. WMHCC held a family friendly, career fair carnival at the GRCC M-TEC center on August 2nd. 13 employers and 19 total exhibitors attended the event and had the opportunity to speak to over 250 job seekers. Employers anticipate hiring over 50 job seekers as a result of this event. There were many positive comments made by attendees. A project group focused on retention is meeting regularly to develop a resource guide and best practices for barrier reduction in healthcare. This includes a community resource practices guide developed with the help of resource navigators. The completed version of the guide was published in January and can be viewed as a PDF here: <http://www.talnet.org/resources/>. The council is also partnering with MAISD on two different career exploration events for health sciences students. Both events will expose students to professionals in various health care occupations and give the students practical experience in the daily operations of those occupations.

West Michigan Tech Talent (WMTT) Mission: West Michigan Tech Talent looks to engage employers of Information Technology professionals with best practices, resources and a community to grow, develop, recruit and retain a diverse and inclusive world class IT workforce in West Michigan. Work continues on the development of a Cyber Security Registered Apprenticeship program. The committee is led by a WMW Apprenticeship Success Coordinator. WMTT Council approved the renewal of both Mi Code Experience (MiCE) and MiCareerQuest. Project Coordinator hired for MiCE. WMTT Council Approved an event focused on assisting international students and small businesses with the Visa process. “Demystifying the Visa Process: The Small Business Guide to hiring International students”. No further details at this point. A strategic communication training session; Communicating as a Technologist” is being moved to December. WMTT will be working with The Right Place on a series of events focusing on DEI and Tech. (talent attraction and retention).

The long term goal will be to create a program focused on entry-level/new-to-cyber career paths. WMTT continues hosting a series of networking events focused on creating an environment of belonging for tech workers, especially those who work remotely. This supports the efforts to establish West Michigan as a tech hub, with a thriving environment for existing workers. The next event will be held in collaboration with The Right Place during Tech Week September 20 and 21 including, lightening talks on diversifying the tech talent pipeline with local partners and a panel presentation on "Attracting & Retaining Talent in the Work-From-Home Era." WMTT has also recently approved a Speak by Design training that will help employers advance strategic communications skills for employees in key roles including technologists and providing leadership development for mid to senior level leadership.

West Michigan Works! Registered Apprenticeship Programs (WMW RAP): The apprenticeship team continues to experience steady growth driven by employer demand. WMW currently holds standards for 37 US Department of Labor registered apprenticeships, with 133 active apprentices and 73 participating employers.

The WMW RAP team has expanded to four full-time positions including two Apprenticeship Success Coordinators. One assists individual employers interested in creating new programs or joining our standards, the other focuses on the development and management of cohort model programs in non-traditional industries. The team also includes a project manager who oversees special projects and strategic planning; and the newest position is a Regional Training provider offering supports to the team as well as to apprentices participating in our cohort model programs.

Ascend Youth Programming: The Ascend team currently provides in-person and virtual programming for eligible youth across our 7-county region. The Ascend Fall Career Conference will take place November 13 -17. This conference will provide an opportunity for 2022-2023 Ascend participants to engage in employability skill development, connect with local and regional speakers, and earn wages to incentivize their personal and professional development relative to the workplace. The Ascend program is also launching another year of year-round recruitment for WIOA Youth programming. ***Pipeline Development, Diversity and Inclusion***

MiCareerQuest: MiCareerQuest is a Career Exploration Experience for middle and high school students. We are excited to announce that MiCareerQuest 2024 will take place on March 27, 2024 with March 28, 2024 as a back-up. Planning with the Steering and ISD Committees will begin at the end of September. Preparations for the event have already begun with fundraising, timeline planning, and curriculum development for our region's schools. ***Pipeline Development***

HireReach: HireReach provides instruction and consulting to businesses interested in implementing skills-based hiring. HireReach wrapped up their Kalamazoo academy with 7 businesses finishing the program. HireReach has also launched its fall academy for 9 Kent County employers. The HireReach team has developed a draft strategic planning for the next three years and is taking steps to finalize the draft. ***Diversity and Inclusion***

Retention Solutions Network: Retention Solutions Network (RSN) is a fee-based employer network focused on navigating resources and providing support services to member employees, thus helping them to stay in their job and advance within their business. With RSN at full staff, the team is now focusing on continuous improvement and growth for the program. We have retained 10 employer partners with a total of 32 shares and a retention rate of 74%. ***Enhanced Relationships, Diversity and Inclusion***

Elevate: The Elevate program is an expansion of its predecessor: Rise Up. Whereas Rise Up was a strategic partnership between The Source, Trinity Health and West Michigan Works!, Elevate will provide outside-in recruitment and inside-up promotion in partnership with one community-based organization and up to four employers. Elevate will still be a partnership with The Source, and it will use CareerPoint as the foundation for Career Coaching services. ***Pipeline Development, Diversity and Inclusion***

Learn, Earn and Provide (LEAP) Pilot: LEAP launched in Muskegon as a pilot program at the end of January of 2022. It is a program aimed to assist non-custodial parents in obtaining and maintaining employment and get back on track with child support payments. This pilot will take place in close partnership with Muskegon County Friend of the Court and will include both voluntary referrals and mandated participation. This program is now also fully implemented in Allegan. The state is currently in conversation with other area Friend of the Court agencies with the goal of a statewide expansion. ***Pipeline Development, Diversity and Inclusion***

Initiatives

Electric Vehicle (EV) Industry Recruitment Pilot & EV Jobs Academy: The Michigan Economic Development Corporation (MEDC) Talent Attraction Team (TAT) is collaborating with West Michigan Works! (WMW) to pilot an initiative designed to support TAT employers in the EV industry with attraction, retention, and development of EV occupations critical to the success of the industry. WMW received \$1M to support these efforts over the next year. Currently, there are two local employers participating in the program, with the potential for other employers to be added to the pilot. Additionally, the Michigan Department of Labor and Economic Opportunity allocated \$70,000 to WMW to support the EV Jobs Academy. This initiative aims to expand education and training in critical mobility careers, including those needing supportive services and incumbent workers who want to advance into new, emerging careers. Based on our conversations to date, WMW will assist with recruiting approximately 1,300 qualified individuals to fill Production Worker and Frontline Supervisor roles in the West region (connecting them to relevant short-term training programs where necessary). ***Enhanced Relationships, Pipeline Development***

USDOL Training For Apprenticeship Training Representatives: WMW was commissioned by the National Association of Workforce Development Professionals (NAWDP) in response to an RFP to provide training for US DOL Office of Apprenticeship and State Apprenticeship Agency Apprenticeship Training Representatives (ATR). The training will equip ATRs to better assist Registered Apprenticeship (RA) program sponsors in engaging their local workforce development board staff for practical WIOA support. The training will provide ATRs with specific information and tools that help them move from understanding policy alignment to practical implementation with partners.