

**NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS
BOARD MEETING**

Friday, February 22, 2008

Call to Order / Introduction of Guests

Larry Inman, Chairman, called the meeting to order at 10:00 a.m. at the Traverse City Michigan Works! Center. Larry welcomed everyone and asked for introductions around the room.

Review and approval of the agenda

Larry asked that the agenda be reviewed and approved.

Motion by, J. White, supported by J. Watkoski, to approve the agenda. Motion passed unanimously.

Minutes of November 9, 2007

The minutes of November 9, 2007 were reviewed, and Larry asked for an approval. There were no questions or comments.

Motion by, S. Rogers, supported by L. Nemeth, to approve the minutes. Motion passed unanimously.

Financial report

Charlene Schlueter, Associate Director, went through the Amended Budget for FY 08 for the period 10/1/2007 thru 09/30/2008 and Actual Expenses for December. Questions were answered.

Motion by J. Watkoski, supported by, M. Roper to accept the financial report. Motion passed unanimously.

Public comment

No public comment.

Election of officers for 2008 (action required)

Larry asked for the nominations of Chair.

Jack White nominated Larry Inman for Chair and Jean Watkoski seconded. There being no other nominations, and all were in favor, motion carried unanimously.

Larry asked for nominations for Vice-Chair.

Lou Nemeth nominated Jean Watkoski for Vice-Chair and Susan Rodgers second. There being no other nominations, and all were in favor, motion carried unanimously.

Larry asked for nominations for Secretary/Treasurer.

Chris Christensen nominated Jack White for Secretary/Treasurer and Susan Rodgers second. There being no other nominations, and all were in favor, motion carried unanimously.

Workforce Development

a. KAL-TEC update (enclosure)

Elaine Wood, Deputy Director, gave an update on the program and how well it is going. Specifically, the nurse aid program had 9 students graduate and Kalkaska Memorial Hospital hired them with openings for more employees. A copy of the new catalog for the winter/spring term was in the packet so everyone can see what is being offered. Questions were answered.

b. New adult education program (enclosure)

Jan Warren, Director MI WORKS! TBAISD, talked about a new program for adult education that helps students who have completed a GED or gotten a diploma take the next steps to get into college classes. The program is called Transitioning Adults into Post Secondary Education or Training (APSET Project).

c. New Regional Skills Alliance grant applications (enclosure)

Elaine explained the Department of Labor and Economic Growth has issued a Request for Proposals (RFP) for a new round of grants. The Northwest Michigan Council of Governments (COG) has received three RSA grants in the past, and will be applying for two more. One is a hospitality grant and the other is an expansion grant for KAL-TEC. The Workforce Development Board gave approval to pursue the planning steps and application process for the two new RSA grants. Questions were answered.

d. No Worker Left Behind report (enclosure)

Jan presented the Classroom Training Program report – now referred to as No Worker Left Behind. The COG & Northwest MI WORKS! believe the philosophy that training results in credentials and marketable skills that provide the greatest return on investment, and the greatest benefit to customers and society. Because of this, they have always emphasized training in the Workforce Investment Act (WIA) program, even though many other MI WORKS! Agencies (and most other one-stop systems across the nation) were de-emphasizing training under WIA. Nationally, there is a growing trend toward more training in WIA. Currently in this area there are 269 students enrolled in various funding programs for the spring term 2008. Questions were answered.

e. Appointment to Workforce Development Board (enclosure; action required)

Elaine said Mary Marois, Director Grand Traverse-Leelanau DHS, has retired so there is a vacancy on the WDB. It's required by the state to have a representative of the Department of Human Services on the board. Dave Van Houten, Director of Wexford/Missaukee DHS, has been nominated to take that seat.

Motion by L. Atchison, supported by, S. Rogers to appoint Dave Van Houten to the WDB. Motion passed unanimously.

Business & Economic Development

- a. Agricultural economic development – report of activities (enclosure)
Matt McCauley, Associate Director for Regional Planning & Community Development, and Chris Wendel, SBTDC Regional Director, explained how agriculture is critical to the NW region. Statically it looks like it is declining in this area, but actually it's in the middle of a transformation to something new & exciting. Small Business & Technology Development Center (SBTDC) is in the process of preparing a business plan for a regional food distribution network, with guidance and oversight from the Traverse Bay Economic Development Corporation and the Michigan Land Use Institute. Currently SBTDC is partners with Michigan Land Use Institute to provide classes to aspiring farmers on the business operations of farming. Questions were answered.
- b. Business Retention Cooperative report (enclosure)
Matt informed the board that January 2008, the NWMCOG received a grant of \$25,000 from the At&T Foundation to provide a business retention cooperative to Northern Lower Michigan. Participating entities in the cooperative, along with NWMCOG, include: Alliance for Economic Success (Manistee County), Northern Lakes Economic Alliance (Antrim, Charlevoix, and Emmet Counties), Traverse Bay Economic Development Corporation (Benzie, Grand Traverse, Leelanau, and Kalkaska Counties), Michigan Economic Development Corp. (MEDC), and NW MI WORKS!. Partners will work together to gather company-specific data using a shared web-based software Executive Pulse. This system will help Cooperative participants in identifying, analyzing, and reporting trends and changing needs in Northwest Lower Michigan's economy.
- c. Comprehensive Economic Development Strategy (enclosure)
Matt reported it's that time of year to get the mandated, annual CEDS document together. There will be outreach meetings in Petoskey, Traverse City & Manistee involving County Commissioners & County Administrators, EDO's City Managers, Planning Staff, Chambers, CVB's Michigan WORKS! & Planning Commissioners. County projects need to be included in the CED's document to be eligible for Federal Economic funding. A Draft will be released for public review by May 9, 2008 and the final document will be sent to the CEDS Strategy Committee by June 9, 2008.

Regional Planning/Community Development:

- a. **Housing conference (enclosure)**
Matt explained there is a Community Housing Choices conference on March 13th. The topics for discussion will be: What Local Real Estate Trends Mean for you, Workforce Housing and the Bottom Line: Employer-Assisted Housing, Regulatory Barriers and Opportunities for Housing Choice, and Regional Housing Services: A Program Report and the Look Ahead. Julie Bornstein will be the keynote speaker. Matt encouraged everyone to attend and anyone else that might be interested. Questions were answered.
- b. **Asset Management report (to be distributed at the meeting)**
Sarah Merz, GIS analyst, gave a presentation and reported on the condition of all the federal aid roads in the ten county region. They viewed a little less than 3,000 miles and

26% were rated 1-4, poor condition 46 ½ % rated 5-7, good condition - need a little work, and 27 ½ % were rated 8-10, new construction - no work needed. Questions were answered.

c. Planners Review & Advisory Committee update

Matt reported, at the February PRAC board two new policies were adopted.

d. Grand Vision update

Matt informed the board that initially only the Traverse City region was the target, but they have been successful getting the 5 other counties adjacent (Antrim, Benzie, Leelanau, Kalkaska & Wexford) included. They will continue to hold workshops for citizen participation. Questions were answered.

Community Safety

a. New housing initiative (to be distributed at meeting)

Elaine and Kirt Baab, MPRI Community Coordinator, explained there was transition housing for parolees and some probationers in primarily Traverse City & Cadillac. This experimental model wasn't successful for various reasons, but Kirt has been working extensively on a new way to provide help with housing. Michigan Prisoner ReEntry Initiative (MPRI) has partnered with the Foundation for Mental Health, the JEHT Foundation, and the Grand Traverse Regional Community Foundation to create a fund for rental assistance that will help parolees with housing.

b. RCCAB appointments (action required; to be distributed at meeting)

Elaine pointed out that with the retirement of Dave Wells this program has been brought in house again. Kathy Giffels, Community Resource Specialist, will coordinate this activity and help in the MPRI program along with Kirt and Jessica. It was discovered the Board has several vacancies, so NWMICOG recommended that Tom Gilbert be appointed to the RCCAB representing Substance Abuse and Jan Warren be appointed representing Employment & Education.

Motion by L. Atchison, supported by L. Nemeth to appoint Tom Gilbert & Jan Warren to the Regional Community Corrections Advisory Board (RCCAB). Motion passed unanimously.

c. Discontinued contracts for mental health assessments and family reintegration services (enclosure)

Janie McNabb, Community Relations Coordinator, explained that MPRI held contracts with Child and Family Services(CFS) providing services for returning parolees. Because it is no longer cost effective for CFS they have withdrawn their contracts. The services are still needed, so the MPRI Steering Team decided there will be a Fee-for-Service with other providers that have been identified, pre-qualified, and have signed MOA's. Staff recommends that the board accept the contract withdrawals from Child and Family Services, and replace the contract with a fee-for-service approach on behalf of individual clients utilizing multiple providers throughout our region.

Motion by M. Roper, supported by L. Atchison to accept the contact withdrawals from Child and Family Services, and replace with fee-for-service. Motion passed unanimously.

Annual Report (enclosure)

Elaine informed the board this is their advanced copy and plans to go to the County Boards to present it. COG's Tom White, Public Information Specialist, has put together the new design.

Correspondence

Letters and articles of interest were sent in the packet. No comments were made.

County Roundtable

The commissioners discussed various topics of interest from their communities.

Other

Matt mentioned a new workshop visiting wind farms April 18th. The information was sent out and if anyone needs more information please contact him.

There being no further business the meeting was adjourned at 12:00 p.m. for lunch.

Respectfully submitted,

Denise Culman,
Recording Secretary

Sign In Sheet

Council of Governments Board

*Please
check off your name*

- 1. White, Jack..... Antrim County
- 2. Roper, Mark..... Benzie County
- 3. Christensen, Chris Charlevoix County
- 4. Atchison, Les..... Emmet County
- 5. Inman, Larry..... Gr. Traverse County
- 6. Nemeth, Louis..... Kalkaska County
- 7. Watkoski, Jean..... Leelanau County
- 8. O'Shea, Allen..... Manistee County
- 9. Rogers, Susan..... Missaukee County
- 10. Copley, Larry Wexford County

Others - Sign In Here

#	Name	Organization
1	Jane McNabb	NWMCOG
2	Bud Shipstead	NWMCOG
3	Elaine Wood	NWMCOG
4	Charlene Schlueter	NWMCOG
5	Kathy Giffels	NWMCOG
6	Kirt Baab	NWMCOG
7	Matt McCauley	NWMCOG
8	Sarah Merz	NWMCOG
9	Tom White	NWMCOG
10	Chris Wendel	NWMCOG
11	Jan Warren	TBAISD/NW MI WORKS!
12	Denise Culman	NWMCOG
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