

NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS

Monday, February 22, 2013

MEETING MINUTES

Roll Call – COG

Present: Mike Crawford, Antrim County; Don Tanner, Benzie County; Chris Christensen, Charlevoix County; Jim Tamlyn, Emmet County; Larry Inman, G.T. County; Kohn Fisher (Alternate), Kalkaska County; Richard Schmidt, Manistee County; Melinda Lautner, Leelanau County; Susan Rogers, Missaukee County; Bob Colvin (Alternate), Wexford County.

Absent: none.

Guests: Chet Janik, Leelanau County Administrator; Dave Benda, Grand Traverse County Administrator.

Staff present: Elaine Wood, Denise Culman, Charlene Schlueter, Matt McCauley, Darla Rowland, Janie McNabb.

Call to Order and introductions

Larry Inman, Chair, welcomed everyone and new board member Melinda Lautner, Leelanau County, then called the meeting to order asking for introductions around the room.

Approval of the Agenda

Larry asked if there needed to be any changes on the agenda. M. Lautner asked if the financial report should be approval or acceptance. Larry said it is usually approved and will note the change on the agenda. He asked for approval.

Motion by S. Rogers supported by M. Crawford to approve the agenda with the change of “approval” rather than “acceptance” for the Financial Report. Motion passed unanimously.

Minutes of December 7, 2012

Larry asked for any changes to the minutes.

Motion by R. Schmidt, supported by C. Christensen to approve the December 7, 2012 minutes as presented. Motion passed unanimously.

Public Comment

No public comment.

Election of Officers

Larry said C. Christensen would like to be Vice Chairman, S. Rogers said she would like to continue to be Secretary/Treasurer. Larry said this is his last term as County Board member and he would like to continue as Board Chair if that would please the Board. J. Tamlyn stated that he would like to see those three - Inman, Christensen and Rogers - be considered as a slate of candidates for office. M. Crawford asked that nominations be closed.

Motion by J. Tamlyn, supported by R. Schmidt to approve the slate of officers as presented. Motion passed.

Financial Report

Elaine gave a quick introduction explaining the set up of the financial report because of a new board member and two alternate members present. Charlene Schlueter, CFO presented the Financial Report, Amended Budget and Expenditures thru January for FY 2013(10/1/2012 – 9/30/2013). Charlene said the date at the top, third row down had mistakenly not been changed to January 2013. She explained the layout for new members present. Questions were answered and Larry asked for a motion.

Motion by S. Rogers, supported by R. Schmidt to approve the Financial Report, Amended Budget and Expenditures thru January FY 2013 (10/1/2012 – 9/30/2013) as presented. Motion passed unanimously.

CEO's report

Elaine Wood, CEO, highlighted all the different things going on in the agency that don't make the agenda, but the Board should know about.

Workforce Development Board report

Elaine presented the next items from the Workforce Development Board.

a. Performance report - dashboard

Elaine explained the Governor wanted a dashboard for the Northwest Michigan Works! and said it's looked at monthly on the statewide level. She went over the report and questions were answered.

b. Appointment of Labor rep to WDB

Larry explained that the NW Council of Governments board appoints the regional, non-business members to the Workforce Development Board (WDB). Elaine explained that each county appoints two members of the business sector to the WDB. The non-business representatives are required by federal law and represent the entire region. At a previous meeting Craig Anderson, United Plumbers & Steamfitters Local 85, was appointed to represent Labor, but realized that living in Gaylord traveling may be an issue. He suggested Clint Steel, of the same Labor Union, who lives in Traverse City take his place. Questions were answered.

Motion by D. Tanner, supported by R. Schmidt to appoint Clint Steel as a Labor representative to the Workforce Development Board for a two year term ending 12/31/14. Motion passed unanimously.

c. Cluster/sector activities update

Elaine reported on all the activities that the WDB is overseeing and that Michigan Works! is carrying out. They have focused on becoming more demand driven and providing shorter, more intensive and less expensive just-in-time training. Questions were answered.

d. Adult education updates

Elaine said a new project for Adult Education has happened as a result of a small grant to do a pilot project for the State. It will be used to develop an online access, common intake and some online instruction. This is for ABE (Adult Basic Education) upgrading math, reading & writing skills to be more employable. It will also be used for getting a GED and help with English as a second language. Elaine talked about how beneficial the program will be for all the participating partners. Questions were answered.

Business

a. SBTDC structure changes

Elaine updated the board on the new operational and structural requirements for this program, which no longer allows the Business Counselors to be employed by partner organizations. The program is therefore being reorganized by the new Program Director, Mary Rogers. Questions were answered.

Community

a. **Asset Management Reports**

Matt McCauley, Director of Regional Planning & Community Development, gave a quick background on Asset Management and introduced Mike Woods, Regional Planner. Mike gave a presentation explaining how the roads are rated and the conditions of the roads for each of the counties. Asset Management is a planning tool that is used by transportation agencies to make most efficient use of public resources for the purposes of improving road infrastructure in a community. Mike provided the full report in hard copy and a big map for each of the counties to take with them. Questions were answered.

b. **Heritage Routes update**

Matt reported on the three Heritage Routes in the region that have been in place for a number of years now. He gave some background and answered questions.

Annual report

Elaine presented the annual report for the NWMCOG and Northwest Michigan Works, Inc. for the fiscal year ending 9/30/12.

Correspondence

Correspondence was included with the board packet.

County round-table/Commissioner open discussion time

Various topics were discussed by commissioners relative to their counties, with sharing of ideas about how other counties handle various issues.

Adjourn

The meeting was adjourned by consensus at 11:40 p.m.

Respectfully submitted,

Denise Culman

Denise Culman
Recording Secretary

Please
check off your name

Sign In Sheet

Council of Governments Board

- | | | | |
|-------------------------------------|-----|------------------------------|---------------------|
| <input checked="" type="checkbox"/> | 1. | Crawford, Mike..... | Antrim County |
| <input checked="" type="checkbox"/> | 2. | Tanner, Donald..... | Benzie County |
| <input checked="" type="checkbox"/> | 3. | Christensen, Chris | Charlevoix County |
| <input checked="" type="checkbox"/> | 4. | Tamlyn, Jim | Emmet County |
| <input checked="" type="checkbox"/> | 5. | Inman, Larry..... | Gr. Traverse County |
| <input checked="" type="checkbox"/> | 6. | Fisher, Kohn-alternate..... | Kalkaska County |
| <input checked="" type="checkbox"/> | 7. | Lautner, Melinda | Leelanau County |
| <input checked="" type="checkbox"/> | 8. | Schmidt, Richard | Manistee County |
| <input checked="" type="checkbox"/> | 9. | Rogers, Susan..... | Missaukee County |
| <input checked="" type="checkbox"/> | 10. | Colvin, Bob - alternate..... | Wexford County |

Others - Sign In Here

#	Name	Organization
1	Chet Janik	Leelanau County Administrator
2	Dave Benda	Grand Traverse County Administrator
3	Elaine Wood	NWMCOG
4	Charlene Schlueter	NWMCOG
5	Darla Rowland	NWMCOG
6	Matt McCauley	NWMCOG
7	Denise Culman	NWMCOG
8	Janie McNabb	NWMCOG
9	Mike Woods	NWMCOG
10		
11		