



**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: 265 729 937 752 Passcode: 2TnEPF  
[+1 616-803-9815,,573098207#](#) Phone Conference ID: 573 098 207#

**Monday, April 22, 2024 • 8:30 a.m. – 10:00 a.m.**

**AGENDA**

1. Call to Order and Introductions
2. Public Comment – Agenda Items
3. Approval of the February 26, 2024 Minutes **Action Required**
4. Resolution regarding Powers of the ACSET Chief Executive Officer (CEO)  
*Tawanna Wright, Staff Attorney* **Action Required**
5. Report on Financial Activities
  - a. ACSET Financial Report - Notes to March 2024 Board Financials  
*Kirsti Jones, Chief Financial Officer* **Information Item**
  - b. Proposed FYE 2025 Budget (*75% affirmative vote of members present*)  
*Kirsti Jones* **Action Required**
6. Report on Administrative Activities  
*Laura Krist, Human Resource Director*
  - a. ACSET Personnel Actions Report **Information Item**
  - b. ACSET Operations Staffing **Information Item**
  - c. Deletions to Staffing Chart **Action Required**
  - d. Update to Staffing Chart **Action Required**
7. WDB Service Summary Dashboard and Solutions Driven Updates  
*Angie Barksdale, Chief Operating Officer* **Information Item**
8. Other Business **Information Item**  
*Jacob Maas, Chief Executive Officer*
  - a. Michigan Works! Association (MWA) 2024 State Legislative Priorities
  - b. Stronger Workforce for America Act and Trade Adjustment Assistance (TAA)
9. Public Comment
10. Adjournment

**Next Scheduled Governing Board Meeting:**

**Monday, June 24, 2024**

Remaining meetings:

August 26

October 28

December 9 at 11:30 a.m.



**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: 260 306 916 419 Passcode: USbNym

+1 616-803-9815,,962405579# Phone Conference ID: 962 405 579#

**Monday, February 26, 2024 ▪ 8:30 a.m. – 10:00 a.m.**

**MINUTES**

**Governing Board Members Present:** Commissioners De Young, Storey, Hatfield, Tiejema, T. Baker, LaGrand, R. Baker, Cyr, Perdue, Ysasi

**Governing Board Members Absent:** Commissioners Kallman, Paige, Curran, Moss

**Staff Present (physically or virtually):** Jacob Maas, Kirsti Jones, Janette Monroe, Laura Krist, Jeff Dornbos, Tawanna Wright, Tasha Evans (virtual), Amy Lebednick (virtual), Chad Patton (virtual)

**Guests Present:** William (Bill) I. Tucker, IV, CPA (Maner Costerisan)

1. Call to Order by Commissioner Storey at 8:30 a.m. , who requested attendance be taken.
2. Public Comment- None.
3. Approval of the August 28, 2023 Minutes **Action Required**  
Com. Perdue reported a spelling error in the August 2023 minutes. Her last name was spelled "Purdue", and should have been spelled "Perdue". The correction has been made as amended.  
**Motion – Com. Tiejema**  
**Second – Com. Hatfield**  
**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**
4. 2024 Governing Board Election of Chair and Vice-Chairperson **Action Required**  
Tawanna Wright, Staff Attorney, stated that the newly elected officers will begin their duties at this Governing Board meeting immediately following the election. Based on the rotation listed in the Interlocal Agreement, it is Barry County's turn to serve as Chairperson, and Allegan County's turn to serve as Vice-Chairperson of the Board for 2024. David Hatfield is the sole representative from the Barry County Board of Commissioners, and Larry Tiejema is the sole representative from the Allegan County Board of Commissioners.  
**Motion – Com. Tiejema nominated Commissioner Hatfield to serve as the Chairperson of the ACSET Governing Board for 2024**  
**Second – Com. LaGrand**  
**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**  
  
**Motion – Com. Storey nominated Commissioner Tiejema to serve as the Vice-Chairperson of the ACSET Governing Board for 2024.**  
**Second – Com. T. Baker**  
**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**
5. Governing Board Membership Review **Action Required**  
Jacob Maas reviewed that when ACSET first merged in 2015, county commissioners and administrators determined that it was necessary to conduct a review every couple of years to make sure that governing board membership made sense. Jacob gave an overview of the history behind the number of representatives from each county and City of Grand Rapids, the amount of revenue by county,

population by county, and the total traffic by county from PY 2015 through PY 2022-2023. Many commissioners voiced their support for the current board make up and their appreciation for the services being provided in their counties. A brief discussion took place, Jacob answered board members' questions. Commissioner DeYoung motioned that the Governing Board make up remain the same.

**Motion – Com. De Young**

**Second – Com. Tiejema**

**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**

6. Report on Financial Activities

a. Presentation of the Audited Financial Statements **Action Required**

Bill Tucker, CPA, Maner Costerian, presented a summary of the annual audit results, which is an opinion of ACSET's financial statements for the year ending June 30, 2023. As a result of the single audit, Bill reported on ACSET's internal control over financial reporting and its major federal programs. Bill stated that no findings were reported. A brief discussion took place, and Bill answered board members' questions and provided an explanation of the new GASB 87 Rule. Com. Hatfield requested a motion to accept the audit.

**Motion – Com. Tiejema**

**Second – Com. LaGrand**

**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**

b. ACSET Financial Report - Notes to December 2023 Board Financials **Information Item**

Kirsti Jones, Chief Financial Officer, reviewed ACSET's statement of revenue and expenditures for the six months ending December 31, 2023. A brief discussion took place, and Kirsti answered board members' questions.

c. Proposed FYE 2024 Budget Modification *(roll call: 75% affirmative vote of members present)* **Action Required**

Kirsti Jones presented a proposed budget modification for fiscal year ending June 30, 2024. Kirsti reviewed the circumstances giving rise to the need for the modification and staff answered board members' questions. Commissioner Hatfield requested a roll call vote to approve the ACSET Governing Board's approval of the modified budget.

**Motion – Com. LaGrand**

**Second – Com. T. Baker**

**Roll call vote taken: 10 of 14 members present.**

**Yays: Com. De Young, Storey, Hatfield, Tiejema, T. Baker, LaGrand, R. Baker, Cyr, Perdue, Ysasi**

**Nays: None**

**Item Approved by Vote – Motion carried.**

d. Renewal of Line of Credit **Action Required**

Kirsti Jones reported that ACSET currently holds a \$325,000 line of credit with Fifth Third Bank, which expires in March 2024. Kirsti reported that this line of credit would only be needed in the event of unforeseen expenses or a delay in receiving cash requests. Commissioner Hatfield noted that the memo in the packet contains a clerical error, pointing out that the Requested Action in the memo sought "an increase" in the amount of the line of credit and Kristi confirmed that it was supposed to request "a renewal" of the existing line of credit. The correction has been made as amended.

**Motion – Com. Storey**

**Second – Com. LaGrand**

**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**

## 7. 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 twelve (12) appointments, sixteen (16) separations, seven (7) promotions/transfer.
- b. ACSET Operations Staffing **Information Item**  
 Laura Krist reported that ACSET currently has 208 out of 244 positions filled and 3 temporary positions, looking to fill approximately 12 of the open positions.
- 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 have determined that it is necessary for a title change. Laura reviewed that payroll is processed by one Accounting Assistant. In reviewing the responsibilities associated with this position, it was determined that they would fall under a Payroll Coordinator, rather than an accounting assistant. Further, Laura reported that this position would be moved from pay grade A to grade D, to be placed in the same pay grade as the other coordinator positions within the organization. Laura stated this title change would add the new job title of Payroll Coordinator to the staffing chart and remove 1 accounting assistant position from the current staffing chart, reducing the number to four (4). Laura requested Governing Board approval to make these changes to the staffing chart. Staff answered board members' additional questions about the staffing chart.

**Motion – Com. DeYoung**

**Second – Com. Ysasi**

**Item Approved by Vote – All 10 members present voted affirmatively. Motion carried.**

- d. 2024 Compensation study **Information Item**  
 Laura reported that WMW periodically conducts a compensation study to ensure that ACSET is remaining a competitive employer for recruiting and maintaining a skilled workforce. Laura reported that the last compensation study was completed in 2021 and that ACSET is planning to issue a Request for Proposal (RFP) in 2024 for a full analysis of all compensation associated with salary, healthcare benefits, retirement contributions, time off, and other fringe benefits. The goal is to provide results of the study and any recommendations for changes to the Governing Board in October 2024. Staff answered the board members' questions.
8. Workforce Development Board (WDB) Activities **(75% affirmative vote of members present)** **Action Required**  
 Jacob Maas reported that as November 2023 the WDB had 1 vacant seat for the member term of office through October 31, 2024.  
 Jacob reported that on January 8, 2024, the Executive Committee of the WDB approved and supported Nate Henschel's application. Jacob requested the Governing Board approve appointment of Nate Henschel to serve on the WDB with term of office dates through October 31, 2024. Commissioner Hatfield requested a roll call vote to appoint Nate Henschel to the WDB.
- Motion – Com. Storey**  
**Second – Com. Tiejema**  
**Roll call vote taken: 10 of 14 members present.**  
**Yays: Com. De Young, Storey, Hatfield, Tiejema, T. Baker, LaGrand, R. Baker, Cyr, Perdue, Ysasi**  
**Nays: None**  
**Item Approved by Vote – Motion carried.**

9. West Michigan Works! (WMW) Workforce Development Board (WDB) Service Summary Dashboard and Solutions Driven Updates **Information Item**
- Jacob Maas reviewed the Service Summary for October 1, 2023 through December 31, 2023. 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:  
Jacob Maas reviewed that 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. This is a 1-year grant. Jacob reported that an informational webinar was held on January 25, 2024, with 64 participants registered, including childcare providers from all seven counties. Providers attending the session all agreed that a Registered Apprenticeship Program (RAP) was desirable. Jacob reported that an additional round of funding through ECIC will be in place in fall 2024 to support training of the first group of apprentices. Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- ii. Health Resources & Services Administration (HRSA):  
Additional information provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- iii. Michigan Career Opportunity Academies for Community Health (MiCOACH):  
Jacob Maas reported that the Department of Health and Human Services awarded a \$3M grant to the State of MI-LEO. LEO has partnered with multiple MWA Agencies, and ISDs to increase the number of Community Health Workers and Health Support Specialists. WMW will partner with Muskegon Area ISD and Muskegon Heights Public Schools to serve 24 recently or soon to graduate Muskegon Heights youth. Six of eight have successfully completed the first cohort. The second cohort is scheduled to begin March 19, 2024. Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- iv. The Michigan Citizen Reentry Initiative (MiCRI):  
Additional information is provided in the board packet. ***Enhanced Relationships, Diversity and Inclusion***
- v. Michigan Incarcerated Veterans’ In-Reach Program (MIVIP):  
Additional information is provided in the board packet. ***Diversity and Inclusion, Pipeline Development***
- vi. Grand Rapids Community College (GRCC) One Workforce Grant:  
Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- vii. Michigan Learning and Education Advancement Program (MiLEAP):  
Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- viii. Barrier Removal and Employment Success (BRES) Expansion:  
Jacob Maas reviewed that the Michigan Department of Labor and Economic Opportunity (LEO) awarded \$14.6M in BRES grant funds. WMW has partnered with 7 community-based organizations (CBOs) and received the maximum award of \$1M to help remove barriers directly related to employment such as childcare, transportation and housing. Some of the CBOs include

Women's Resource Center, GR Center for Community Transformation, Goodwill of Greater Grand Rapids, Steepletown Neighborhood Services, The SOURCE, Treetops Collective, and United Way of Ionia & Montcalm. Additional information is provided in the board packet.

- ix. Michigan Rural Enhanced Access to Careers in Healthcare (MiREACH):  
Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development**
- x. State Apprenticeship Expansion (SAE) – West Michigan Works!:  
Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development**
- xi. State Apprenticeship Expansion (SAE) – Michigan Energy Workforce Development Consortium (MEWDC):  
Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development**
- xii. MDARD Specialty Crop Grant:  
Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development**
- xiii. Going PRO Talent Fund (GPTF):  
Fiscal Year 2023:
  - Additional information is provided in the board packet.Fiscal Year 2024:  
Additional information is provided in the board packet.
  - Cycle 1: 222 employers received a total of \$14.8M. Awarded training may occur from January 1, 2024 – December 31, 2024.
  - Cycle 2: The application period for Cycle 2 is tentatively scheduled to open April/May 2024.
 A full list of grant recipients statewide is available online at [Michigan.gov/TalentFund](https://Michigan.gov/TalentFund). **Enhanced Relationships, Pipeline Development**
- xiv. Sector Strategies Employer Led Collaborative Grant:  
Additional information provided in the board packet. **Enhanced Relationships, Pipeline Development**
- xv. Michigan Statewide Targeted Apprenticeship Inclusive and Readiness System (MiSTAIRS):  
Additional information provided in the board packet. **Enhanced Relationships, Pipeline Development, Diversity and Inclusion**

### Industry Talent Councils (ITCs)

Jacob stated that all ITCs have expanded their outreach with dedicated LinkedIn accounts and bimonthly newsletters. Jacob reviewed that the electronic copy of the packet has all the ITC's websites hyperlinked to access additional information. Further Jacob reported that Experience GR (ExGR) has expressed interest in funding a Hospitality Industry Council through West Michigan Works! to help convene, create, and facilitate the start-up of this council. **Enhanced Relationships, Pipeline Development**

- i. 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. Additional information is provided in the board packet.

- ii. [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. Additional information is provided in the board packet.
- iii. [Discover Manufacturing \(DM\)](#): Mission: “We Exist to Inspire and Expand Manufacturing Talent in West Michigan.” Additional 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. 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. Additional information provided is provided in the board packet.

### Programs

- i. [WMW Sponsored Registered Apprenticeships Program \(WMW RAP\)](#):  
Jacob Maas reported that the apprenticeship team continues to experience steady growth driven by employer demand. WMW currently holds standards for 42 US Department of Labor registered apprenticeships, with 154 active apprentices and 84 participating employers. Further, Amy reported that on December 12, 2023, a graduation ceremony for the 1<sup>st</sup> cohort of Surgical Technologist apprentices took place. This is the first program of its kind. Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development**
- ii. [Ascend Youth Programming](#):  
Jacob Maas reported that the Ascend team provides programming for eligible out-of-school youth ages 16 to 24. After hosting strategy sessions that included career coach engagements, Ascend has a plan to grow its services through intentional partnerships, youth voice in programming, and leveraging innovations like virtual reality and Tik Tok. Ascend is also engaged in a partnership with Kent ISD to provide Michigan Graduates programming—excited about the direction of the Ascend program for 2024. Additional information is provided in the board packet. **Pipeline Development, Diversity and Inclusion**
- iii. [MiCareerQuest](#):  
Jacob Maas reported that MiCareerQuest is a career exploration experience for middle and high school students. Jacob reported that this year’s event will be held at DeVos Place on March 27, 2024. Jacob shared with the board that the sign up for a tour and volunteering are linked on the agenda and again here: ([VIP Tour Sign up](#) or [Volunteer Sign up](#)).
- iv. [HireReach](#):  
Additional information provided in board packet. **Diversity and Inclusion**
- v. [Retention Solutions Network \(RSN\)](#):  
Jacob Maas reviewed that the 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 employer. RSN has begun engaging with member employers to develop a strategic plan. The goal of the plan is to make sure employers have a voice in how we deliver services and how we can increase value for them as we continue to grow the program. **Enhanced Relationships, Diversity and Inclusion**
- vi. [Learn, Earn and Provide \(LEAP\) Pilot](#):  
Additional information provided in board packet. **Pipeline Development, Diversity and Inclusion**

**Initiatives**

- i. Michigan Economic Development Corporation (MEDC) Talent Action Team (TAT) Electric Vehicle (EV) & Mobility Pilot: Additional information is provided in the board packet. **Enhanced Relationships, Pipeline Development.**
- ii. USDOL Training for Apprenticeship Training Representatives: Additional information is provided in the board packet. **Enhanced Relationships**

## 10. Other Business

**Information Item**

- a. 14<sup>th</sup> Annual Beverly Drake Essential Service Awards: Jacob reviewed that the ESAs were created to shine light on employees who touch our lives daily and play a vital role in our economy and communities. Jacob reported that over 80 individuals across the region were nominated this year, and WMW was able to award 10 exceptional individuals. Awardees were recognized at their place of work with certificates and lastly received recognition at the February 5, 2024 Economic Club of Grand Rapids' Luncheon. Highlights and videos used during the awards ceremony will be on Facebook and LinkedIn. Furthermore, Jacob reported that the ESA committee is looking to begin the selection process early in the Fall.
- b. MiCareerQuest: March 27, 2024 at DeVos Place: As a reminder, Jacob Maas reported that this year's event is scheduled for March 27, 2024 at DeVos Place, and we are anticipating close to 9K students for the event.

11. Public Comment- A discussion took place regarding job quality as it relates to the current high-demand jobs. Jacob answered board members' questions.

12. Adjournment at 10:00 a.m. by Commissioner Hatfield. Next meeting is scheduled for April 22, 2024.

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**

Grand Rapids NW Service Center  
215 Straight Ave NW  
Grand Rapids, MI 49504  
(616) 336-4460

Grand Rapids SE Service Center  
121 Martin Luther King Jr St SE  
Grand Rapids, MI 49507  
(616) 336-4040

Rockford Service Center  
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:** Tawanna Wright, Staff Attorney

**DATE:** April 22, 2024

**RE:** Resolution Regarding Powers of the ACSET Chief Executive Officer

**Background**

During the August 28, 2023, Governing Board Meeting, Commissioner Kallman asked if the ACSET Governing Board could grant staff authority to add temporary positions without being required to obtain approval from the board each time. At the time of this question, it had taken two board meetings to convene the quorum needed to approve the action to temporarily add a second Procurement Manager to the ACSET Operations Staff Chart for training purposes. Staff agreed to investigate possible solutions.

Over the years, and in accordance with the Interlocal Agreement establishing ACSET, the Governing Board has approved various duties and powers of the ACSET Chief Executive Officer in a Resolution. Staff has determined that amendments to Section 4 of the CEO Delegation of Powers Resolution (last amended and adopted on October 16, 2017) is the proper solution to grant ACSET the authority to add additional temporary positions for training purposes. While reviewing the Resolution, staff also determined that it would be prudent to make necessary revisions to Section 3, which addresses the delegation of the CEO's execution authority of certain contracts to specific staff members.

**Proposed Changes**

The proposed changes to Sections 3 and 4 include:

1. A deletion of the reference to "Skilled Trade Training Funds" and added references to "Apprenticeship" and "Work-Based Training employer agreements" in section 3.
2. A deletion of the reference to "contracts for ACSET program participants" to make it clear that the agreements being referenced in Section 3 (b) are employer agreements and not participant agreements.
3. Adding language to section 4 to address the circumstance when additional, temporary workers need to be added to the Staffing Chart for training purposes. It specifically states, "For ACSET positions that are filled by one person only, the Chief Executive Officer shall also have the authority to temporarily add an additional position to the ACSET Operations Staffing Chart for a period of 6 months or less."

Attached please find the Resolution with proposed changes, which are either highlighted or stricken, and a “clean copy” of the Resolution for your review.

### Requested Action

ACSET is requesting approval of the proposed Resolution.

~~AREA COMMUNITY SERVICES EMPLOYMENT AND TRAINING COUNCIL~~

**ACSET Governing Board Resolution**  
**(Adopted April \_\_\_\_, 2024)**  
**Powers of the ACSET Chief Executive Officer**

Commr. \_\_\_\_\_ moved and Commr. \_\_\_\_\_ seconded the motion to adopt the following Resolution:

WHEREAS Article XI of the Interlocal Agreement establishing the Area Community Services Employment and Training Council (ACSET) provides that the Chief Executive Officer thereof shall have such duties and powers as shall be prescribed by the Governing Board; and,

WHEREAS the Governing Board finds it appropriate to specify the powers of the Chief Executive Officer in order to clarify the same;

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer of ACSET shall have the following authority:

1. To execute contracts, subgrants, and other necessary agreements pursuant to budgets, programs and plans approved by the ACSET Governing Board and, as appropriate, approved by the Workforce Development Board.
2. To delegate his/her authority, as described in section 1, to execute contracts, sub grants, or other necessary agreements, in his/her absence, to the Chief Financial Officer of ACSET.
3. To delegate his/her authority, as described in section 1, to execute (a) agreements with training services providers, and (b) **employer agreements such as** On-the-Job Training, Subsidized Employment, Community Service/Work Experience, ~~Skilled Trade Training Funds, and~~ Incumbent Worker Training, Apprenticeship, and other Work-Based Training employer agreements ~~contracts for ACSET program participants~~ to the ACSET Chief Operating Officer, Regional Directors, Service Center Managers, and Business Solutions

Managers, provided that no such contract or agreement may be executed outside his/her the delegee's department of ACSET.

- 4. To employ personnel in positions authorized by the ACSET Governing Board. For ACSET positions that are filled by one person only, the Chief Executive Officer shall also have the authority to temporarily add an additional position to the ACSET Operations Staffing Chart for a period of 6 months or less.
- 5. To organize and train staff.
- 6. To develop procedures for program planning, operating, assessment, and financial management.
- 7. To monitor and assess program performance and either recommend or take corrective action.
- 8. To provide professional and technical assistance to the ACSET Governing Board and the Workforce Development Board.

All such actions shall comply with the most restrictive of Federal or State grant requirements, the laws of the State of Michigan, the ACSET Interlocal Agreement, the provisions of the contract between the Workforce Development Board and the Governing Board, or such other rules as the Governing Board may, from time to time, adopt. The Chief Executive Officer shall obtain Governing Board approval of his/her actions whenever required by law, grant guidelines, or rules enacted by the Governing Board. Such delegation by the Governing Board does not override or negate its authority to exercise the above-described powers when it so chooses.

Adopted:                      Yeas:     \_\_\_\_\_                      Nays:     \_\_\_\_\_

I hereby certify that the foregoing is a true transcript of the action of the ACSET Governing Board in public session on \_\_\_\_\_.

\_\_\_\_\_  
Janette Monroe  
Executive Assistant

**ACSET Governing Board Resolution**  
**(Adopted April \_\_\_\_, 2024)**  
**Powers of the ACSET Chief Executive Officer**

Commr. \_\_\_\_\_ moved and Commr. \_\_\_\_\_ seconded the motion to adopt the following Resolution:

WHEREAS Article XI of the Interlocal Agreement establishing the Area Community Services Employment and Training Council (ACSET) provides that the Chief Executive Officer thereof shall have such duties and powers as shall be prescribed by the Governing Board; and,

WHEREAS the Governing Board finds it appropriate to specify the powers of the Chief Executive Officer in order to clarify the same;

NOW, THEREFORE, BE IT RESOLVED that the Chief Executive Officer of ACSET shall have the following authority:

1. To execute contracts, subgrants, and other necessary agreements pursuant to budgets, programs and plans approved by the ACSET Governing Board and, as appropriate, approved by the Workforce Development Board.
2. To delegate his/her authority, as described in section 1, to execute contracts, sub grants, or other necessary agreements, in his/her absence, to the Chief Financial Officer of ACSET.
3. To delegate his/her authority, as described in section 1, to execute (a) agreements with training services providers, and (b) employer agreements such as On-the-Job Training, Subsidized Employment, Community Service/Work Experience, Incumbent Worker Training, Apprenticeship, and other Work-Based Training employer agreements to the ACSET Chief Operating Officer, Regional Directors, Service Center Managers, and Business Solutions Managers, provided that no such contract or agreement may be executed outside the delegee's department of ACSET.

- 4. To employ personnel in positions authorized by the ACSET Governing Board. For ACSET positions that are filled by one person only, the Chief Executive Officer shall also have the authority to temporarily add an additional position to the ACSET Operations Staffing Chart for a period of 6 months or less.
- 5. To organize and train staff.
- 6. To develop procedures for program planning, operating, assessment, and financial management.
- 7. To monitor and assess program performance and either recommend or take corrective action.
- 8. To provide professional and technical assistance to the ACSET Governing Board and the Workforce Development Board.

All such actions shall comply with the most restrictive of Federal or State grant requirements, the laws of the State of Michigan, the ACSET Interlocal Agreement, the provisions of the contract between the Workforce Development Board and the Governing Board, or such other rules as the Governing Board may, from time to time, adopt. The Chief Executive Officer shall obtain Governing Board approval of his/her actions whenever required by law, grant guidelines, or rules enacted by the Governing Board. Such delegation by the Governing Board does not override or negate its authority to exercise the above-described powers when it so chooses.

Adopted:                      Yeas:    \_\_\_\_\_                      Nays:    \_\_\_\_\_

I hereby certify that the foregoing is a true transcript of the action of the ACSET Governing Board in public session on \_\_\_\_\_.

\_\_\_\_\_  
 Janette Monroe  
 Executive Assistant



**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  
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(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**

Grand Rapids NW Service Center  
215 Straight Ave NW  
Grand Rapids, MI 49504  
(616) 336-4460

Grand Rapids SE Service Center  
121 Martin Luther King Jr St SE  
Grand Rapids, MI 49507  
(616) 336-4040

Rockford Service Center  
10075 Northland Dr NE  
Rockford, MI 49341  
(616) 228-6724

**Montcalm County**

114 S Greenville W Dr  
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**Ottawa County**

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**MEMORANDUM**

**TO:** ACSET Governing Board  
**FROM:** Kirsti Jones, Chief Financial Officer  
**DATE:** April 22, 2024  
**RE:** March 2024 Board Financials

---

**Revenue**

Revenues for the nine months ending March 31, 2024, total \$29.7M which is \$1.3M (4.35%) below budgeted revenue and \$2.9M over prior year revenue.

**Expenditures**

Operating expenses are under the modified FY23-24 budget by 2.06%.

Wages and fringe benefits are up \$789k over the prior year due to increased activity in Bres GF/GP, WIOA, RESEA, and One Workforce.

Outside services are up by \$313k compared to the prior year including \$187k which was spent as part of the Elevate program (Formerly Career Point) to contract with The Source to administer the grant during the current fiscal year. WIOA spending is also up over the prior year due to increased activity.

Training expenses are above the prior year by \$2.3M due to increased funding/spending for Going Pro Talent Fund.

**Area Community Services Employment and Training Council**  
**Michigan Works Agency Programs**  
**Statement of Revenue & Expenses**  
**For the Nine Months Ending March 31, 2024**

	YTD Thru March 2024 Actual	YTD Thru March 2023 Actual	Mod #1 YTD 2023/2024 Budget	Budget Variance	Budget Variance %
<b>Total Revenue</b>	\$ 29,695,794	\$ 26,791,530	\$ 31,044,870	\$ (1,349,076)	-4.35%
<b>Expenses</b>					
<b>Operating Expenses</b>					
<b>Wages</b>	\$ 8,745,489	\$ 8,255,585	8,751,701	\$ (6,212)	-0.07%
<b>Fringe Benefits</b>	3,214,094	2,915,462	3,116,313	97,781	3.14%
<b>Consumable supplies</b>	550,637	821,410	783,533	(232,896)	-29.72%
<b>Transportation</b>	157,853	105,573	159,107	(1,254)	-0.79%
<b>Outside services</b>	912,614	599,565	876,577	36,037	4.11%
<b>Space and communications</b>	1,159,268	1,266,078	1,165,027	(5,760)	-0.49%
<b>Equipment rent and maint</b>	55,227	36,646	41,413	13,814	33.36%
<b>Equipment purchases</b>	11,453	11,647	166,044	(154,591)	-93.10%
<b>Other expense</b>	652,022	560,883	724,272	(72,250)	-9.98%
<b>Total operating expense</b>	15,458,655	14,572,849	15,783,987	(325,333)	-2.06%
<b>Subcontractors</b>	\$ 455,829	\$ 532,833	\$ 784,961	\$ (329,132)	-41.93%
<b>Training</b>	\$ 12,198,379	\$ 9,870,107	\$ 12,485,106	\$ (286,727)	-2.30%
<b>Direct Client Expenses</b>	\$ 1,582,931	\$ 1,815,741	\$ 1,990,816	\$ (407,885)	-20.49%
	\$ 14,237,139	\$ 12,218,680	\$ 15,260,883	\$ (1,023,744)	-6.71%
<b>Total Expenses</b>	29,695,794	26,791,530	31,044,870	(1,349,076)	-4.35%
<b>Excess of Revenue over Expense</b>	-	-	-	-	0.00%

Unaudited



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**MEMORANDUM**

**TO:** ACSET Governing Board  
**FROM:** Kirsti Jones, Chief Financial Officer  
**DATE:** April 22, 2024  
**RE:** Proposed FYE 2025 Budget

**Background**

The proposed budget for the fiscal year ending June 30, 2025 is presented for your consideration.

**Proposed FYE 2025 Budget****Revenue**

The proposed 2024-2025 budget plans for \$40,995,000 of total revenue, which represents a 10.5% decrease over the FY2023-2024 Budget Mod 1 that was approved at the last board meeting. West Michigan Works! has not yet received planning allocations for the 2024-2025 fiscal year. The proposed budget was prepared using the following assumptions: a decrease in funding for WIOA based on decreases in prior years, decreased funding in Going Pro Talent Fund due to the unknowns of the upcoming awards, and decreased funding for Trade as there is no additional funding for new participants. Flat funding is assumed for the FAET, Wagner Peyser, and PATH programs.

There is a \$3.6M decrease in funding when excluding the impact of GPTF, mainly due to the decreases in WIOA and Trade, along with the absence of the MiLEAP program which ends June 30, 2024.

**Expenditures**

The budget for salaries and the associated fringe expenses is expected to increase a total of \$322k due to merit raises and higher rates for health insurance.

The other operating expense categories have been adjusted and include initial planned expenditures for the 2024-2025 fiscal year.

Subcontractors and direct client expenses are down mainly due to the expected decrease in WIOA funding and training expenses are showing a decrease related to GPTF.

A budget modification will be presented to the board for approval once finalized allocations are received from our grantors.

## Requested Action

We ask that the proposed budget be considered for approval.

***Pursuant to Article II, Section 6(a) 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 the budgets and amendments.***

**Area Community Services Employment and Training Council**  
**General Fund**  
**Michigan Works! Budgetary Request**  
**For the Fiscal Year Ending June 30, 2025**

	<b>Fiscal Year 2024-2025 Proposed Budget</b>	<b>Fiscal Year 2023-2024 Proposed Mod 1</b>	<b>Increase (Decrease)</b>
<b>Revenues</b>			
Grant Income	\$ 40,975,000	\$ 45,756,500	\$ (4,781,500)
Program Income	20,000	20,000	-
<b>Total Revenue</b>	<b>\$ 40,995,000</b>	<b>\$ 45,776,500</b>	<b>\$ (4,781,500)</b>
<b>Expenses</b>			
<b>Operating Expenses</b>			
Wages	\$ 12,095,000	\$ 11,877,500	217,500
Fringe Benefits	4,354,000	4,250,000	104,000
Consumable supplies	820,000	950,000	(130,000)
Transportation	184,000	230,000	(46,000)
Outside services	1,229,000	1,420,000	(191,000)
Space and communications	1,434,000	1,490,000	(56,000)
Equipment rent and maint	61,000	65,000	(4,000)
Equipment purchases	184,000	100,000	84,000
Other expense	820,000	960,000	(140,000)
<b>Total operating expense</b>	<b>21,181,000</b>	<b>21,342,500</b>	<b>(161,500)</b>
<b>Subcontractors</b>	<b>\$ 901,000</b>	<b>\$ 1,121,000</b>	<b>\$ (220,000)</b>
<b>Training</b>	<b>\$ 16,557,000</b>	<b>\$ 20,552,000</b>	<b>\$ (3,995,000)</b>
<b>Direct Client Expenses</b>	<b>\$ 2,356,000</b>	<b>\$ 2,761,000</b>	<b>\$ (405,000)</b>
	<b>\$ 19,814,000</b>	<b>\$ 24,434,000</b>	<b>\$ (4,620,000)</b>
<b>Total Expenses</b>	<b>40,995,000</b>	<b>45,776,500</b>	<b>(4,781,500)</b>
<b>Excess of Revenue over Expense</b>	<b>-</b>	<b>-</b>	<b>-</b>

Unaudited

## ACSET Personnel Actions – April 15 , 2024

### Appointments

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Accounting Assistant	Sarah Vieau	Permanent	3/12/24	Administrative Office
Business Solutions Representative	Scott Benton	Permanent	2/26/24	Grand Rapids NW
Career Coach	EuTeeka Thompson	Permanent	3/4/24	Muskegon
	Benjamin Leverette		4/8/24	Allegan
	Maria Santoro		4/15/24	Montcalm
Career Navigator	Stephanie Bandera	Permanent	2/26/24	Grand Rapids SE
	Nicole Walter		3/4/24	Ionia
	Bettina Minaya		3/5/24	Grand Rapids NW
Records Service Specialist	Jeanette Minor	Permanent	3/18/24	Grand Rapids SE

### Separations

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Separation Date</u>	<u>Location</u>
Accounting Manager	Nichole Northern	Permanent	3/28/24	Administrative Office
Assistant Manager	Shawn Malec	Permanent	2/23/24	Ottawa
	Michelle Quinn		3/1/24	Muskegon
Business Solutions Representative	Samantha Salter	Permanent	3/1/24	Grand Rapids NW
Career Coach	Alicia Petty	Permanent	3/29/24	Muskegon
Career Navigator	Rhonda Darnell	Permanent	3/29/24	Muskegon
Performance Analyst	Mark Bauby	Permanent	3/1/24	Grand Rapids NW

### Promotions/Transfers

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Career Coach to Career Navigator	Caridad Telemin	Permanent	10/30/23	Grand Rapids NW
Career Coach to Project Coordinator	Bessie Childs	Permanent	4/1/24	Ottawa
Career Navigator to Career Coach	Bridget Ferranti	Permanent	4/1/24	Barry
	Michelle Infante		4/15/24	Allegan

Current

April 2024

CLASSIFICATION	Approved	Filled (Permanent)	Filled (Other)	Vacant
Accountant	4	2	0	2
Accounting Assistant	4	3	0	1
Accounting Manager	1	0	0	1
Accounting Supervisor	1	1	0	0
Apprenticeship Success Coordinator	2	2	0	0
Assessment Specialist	4	3	0	1
Assistant Manager	15	13	0	2
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	1	0	0
Career Coach	54	48	0	6
Career Navigator	28	23	0	5
Chief Executive Officer	1	1	0	0
Chief Financial Officer	1	1	0	0
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	6	5	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
Payroll Coordinator	1	1	0	0
Performance Analyst	6	5	0	1
Policy Manager	4	4	0	0
Procurement Manager	1	1	0	0
Project Coordinator	8	7	0	1
Project Manager	7	6	0	1

Quality Assurance Specialist	10	10	0	0
Records Service Specialist	5	5	0	0
Resource Specialist	4	3	0	1
Retention Solutions Manager	1	0	0	1
Success Coach	4	3	0	1
Talent Development Instructor	11	11	0	0
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
<b>TOTALS</b>	<b>244</b>	<b>210</b>	<b>0</b>	<b>34</b>

<b>CLASSIFICATION</b>	<b>Filled</b>
Participant/Temporary	1



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**MEMORANDUM**

**TO:** ACSET Governing Board  
**FROM:** Laura Krist, Human Resource Director  
**DATE:** April 22, 2024  
**RE:** Request to update Staffing Chart

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**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 changes to our staffing chart would be appropriate:

**Deletions:**

- Budget Analyst**
- Custodian**
- Marketing & Communications Assistant**
- Retention Solutions Manager**

These four positions have been vacant for some time. We have no need to fill these positions, so it is no longer necessary to have these on our staffing chart.

**Requested Action:**

We are requesting Governing Board approval to delete four positions on the West Michigan Works! staffing chart.

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**MEMORANDUM**

**TO:** ACSET Governing Board  
**FROM:** Laura Krist, Human Resource Director  
**DATE:** April 22, 2024  
**RE:** Request to update Staffing Chart

**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 changes to our staffing chart would be appropriate:

**Temporary Additions:****Facilities Manager and Assistant Manager**

Both our Facilities Manager and the Assistant Manager in that department are planning to retire in the fall of this year. In order to transfer knowledge and allow for training, we would like to potentially interview and hire their replacements in the next few months. Filling these two positions prior to their actual separation dates will ensure a smoother transition for that department.

**Requested Action:**

We are requesting Governing Board approval to temporarily add two positions on the West Michigan Works! staffing chart. We have adequate funding in our budget to support this request.



# Service Summary Explanation

October 1, 2023 – February 29, 2024

## Management Observations and Highlights

- *Service Center Traffic:* Service center traffic continues to show an upward trend when compared to PY22/23.
- *Employers Served:* The business solutions team consistently aids a higher number of returning employers compared to new employers each month. We persistently seek opportunities to engage with new employers while prioritizing quality service for existing customers. This quarter our focus shifted, resulting in increased numbers, as less time was allocated to the Going PRO Talent Fund application. Moreover, the completion of training for new members on our Business Solutions Team has contributed to a rise in the number of employers served.
- *Jobs Filled by Industry:* Jobs filled numbers have remained stable. February noticed an increase in jobs filled for the construction and manufacturing industries due to employers preparing for construction projects starting with warmer weather and the continued efforts to attract talent for the EV industry and increased reporting for hiring under the Going PRO Talent Fund.
- *Training by Industry:* Credentials earned for construction and manufacturing (classroom) are low due to the reporting period of October-February. We anticipate these numbers to increase as job seekers earn certificate of completion.
- *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 and FY24 Cycle 1 funding. The grant period for FY23 cycle 1 ended 1/31/24 and we are working to close out all open grants and process the remaining employer reimbursements.
- *Hiring Events:* Business Solutions has seen an increase in employers participating in our monthly Virtual Hiring Events and we are committed to maintaining this monthly offering. Over the last quarter the Business Solutions team strategically coordinated their employer hiring events to coincide with days of the week when higher volumes are typically experienced in the service centers.
- *Retention Solutions Network:* Employer membership and shares stayed the same with info session follow-ups occurring at regular intervals. October – December's numbers were inaccurate during the last WDB meeting, but they have since been corrected. With a full team and a focus on improved service delivery, we are seeing barrier resolutions moving upward. Nonetheless, we do see employees engagement go down during tax season.
- *WorkReady Certificates Earned:* There are no new updates for WorkReady as Q2 did not finish by the time this report was created. We will have an update at the next WDB meeting.



# Service Summary Oct. 1, 2023 to Feb. 29, 2024

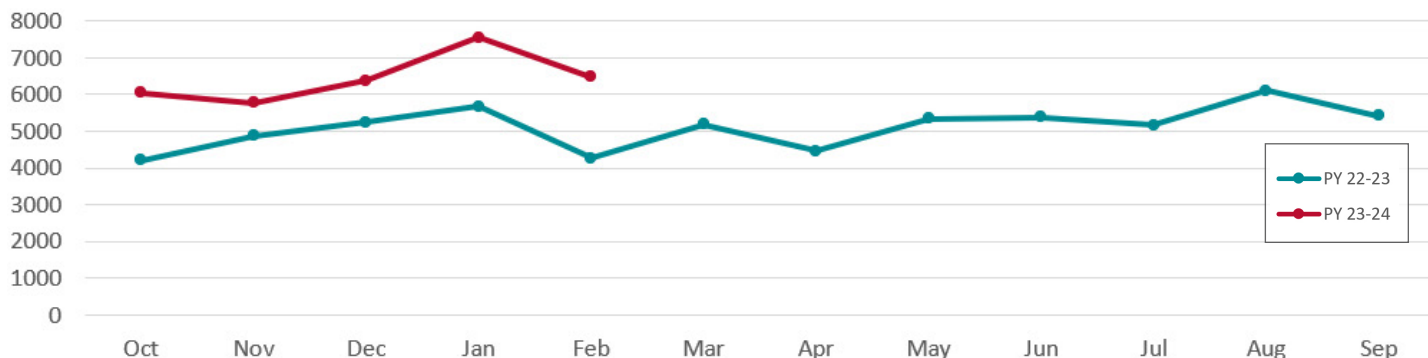
The data shown on this Service Summary are indicators of the organization's progress toward fulfillment of its services-based strategic priorities, as developed in the 2020 Strategic Plan: Enhanced Relationships, Pipeline Development, and Diversity and Inclusion. Each indicator is a reflection of the 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.

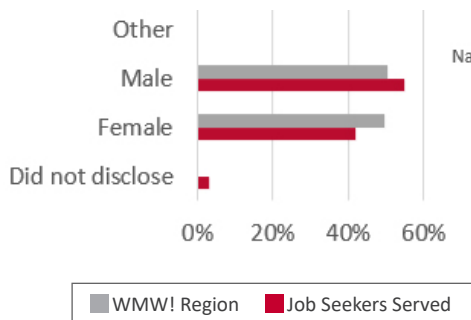
## Strategic Plan Alignment

- Enhanced Relationships
- Pipeline Development
- Diversity and Inclusion

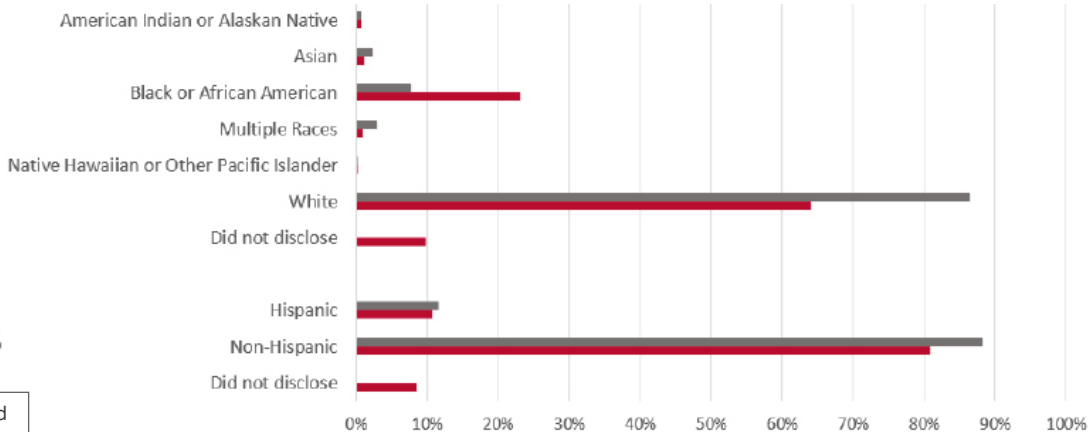
### Service Center Traffic & Call Volume (PY comparison by month)



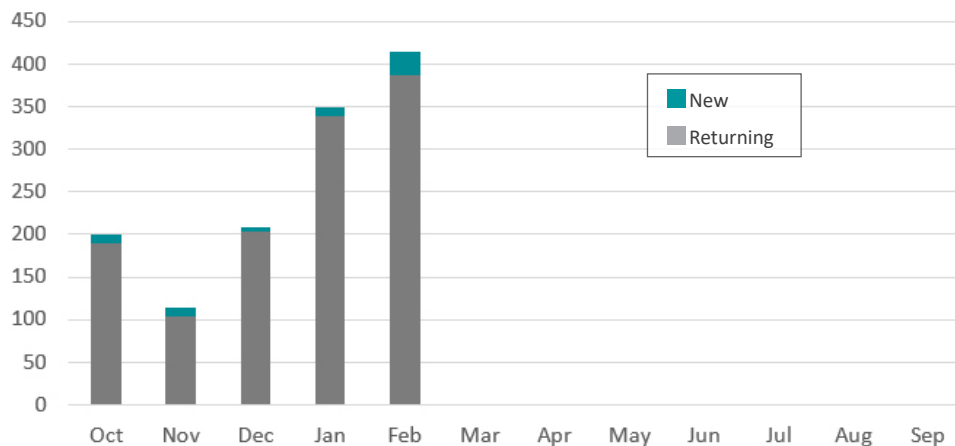
### Diversity of Job Seekers Served



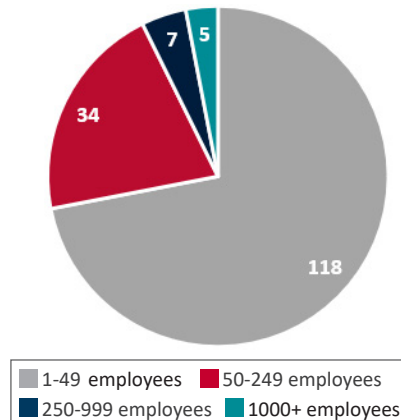
### Race & Ethnicity



### 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	59	24	168	29	94	0	0	0	0	0	0	0
Construction	94	19	10	39	109	0	0	0	0	0	0	0
Healthcare	96	151	16	97	83	0	0	0	0	0	0	0
IT	10	2	2	1	0	0	0	0	0	0	0	0
Manufacturing	1052	321	112	376	708	0	0	0	0	0	0	0
Other	169	125	152	39	204	0	0	0	0	0	0	0
<b>Total</b>	<b>1480</b>	<b>642</b>	<b>460</b>	<b>581</b>	<b>1198</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## Training: by Industry

	New Hire	Classroom	Apprenticeship	Credentials Earned
<b>Construction</b>	11	237	1	2
<b>Health Care</b>	54	586	2	174
<b>Information Technology</b>	2	30	0	3
<b>Manufacturing</b>	58	98	0	1
<b>Other</b>	31	136	0	166
<b>Total</b>	<b>156</b>	<b>1087</b>	<b>3</b>	<b>346</b>

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	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
<b>New Hire</b>	234	657	428	795	543	0	0	0	0	0
<b>Classroom</b>	156	312	297	561	370	0	0	0	0	0
<b>Apprenticeship</b>	37	44	71	226	169	0	0	0	0	0
<b>Total</b>	<b>427</b>	<b>1013</b>	<b>796</b>	<b>1582</b>	<b>1082</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

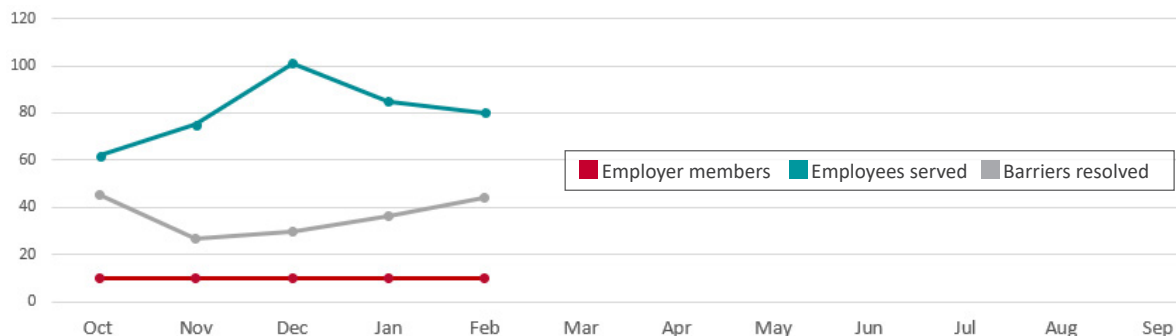
## Hiring Events

	Participating Events	Employers	Job Seekers
Q1	7	38	115
Q2	4	42	276
Q3	0	0	0
Q4	0	0	0
<b>TOTAL</b>	<b>11</b>	<b>80</b>	<b>391</b>

## Retention Solutions Network

Success coach hours (cumulative, reported quarterly)

406



## WorkReady Certificates Earned (cumulative, reported quarterly)

505 Pre-Assessments

33 Post-Assessments

57 WorkReady Certificates

38 WorkReady Plus Certificates



Service Summary  
Oct. 1, 2023 to Feb. 29, 2024

## Service Summary: Strategic Plan Alignment and Indicator Descriptions

<p><b>Pipeline Development:</b> Expand the local pipeline of work-ready talent to meet the needs of the workforce and of West Michigan employers.</p>	<p><b>Enhanced Relationships:</b> Foster widespread networks to collaboratively address workforce needs in the region.</p>	<p><b>Diversity and Inclusion:</b> Enable a culture that honors the worth and dignity of all people, where staff and customers have equitable access to opportunities.</p>
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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 &amp; 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.



**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**  
Grand Rapids NW Service Center  
215 Straight Ave NW  
Grand Rapids, MI 49504  
(616) 336-4460

Grand Rapids SE Service Center  
121 Martin Luther King Jr St SE  
Grand Rapids, MI 49507  
(616) 336-4040

Rockford Service Center  
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:** West Michigan Works! Staff  
**DATE:** April 22, 2024  
**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! Will convene early childhood education providers across our region to develop and launch a plan that will bolster the early childhood educator pipeline. Currently, there are seven employers assisting in the design of the early childcare registered apprenticeship program, while others who attended the January meeting are interested in bringing on apprentices once the standards are developed. An additional round of funding through ECIC is anticipated in the fall of 2024 to support training costs for the registered apprentices. **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**

*West Michigan Works! is a division of ACSET, an equal opportunity employer/program and a proud partner of the American Job Center network. Auxiliary aids and services are available upon request to individuals with disabilities. West Michigan Works! is supported by state and federal funds; more details at westmiworks.org/about/. TTY 711.*

**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) and Residential Reentry Centers (RRC). WMW will provide services in stage 2 -post release for participants in the RRC and Home Confinement (HC). ***Enhanced Relationships, Diversity and Inclusion***

**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 4 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) has awarded a total of \$14.6 million in Barrier Removal and Employment Success grant funds. West Michigan Works! Partnered with seven community-based organizations (CBOs) and received the maximum allocation of \$1 million. These funds will help remove barriers directly related to employment such as childcare, transportation, and housing. The CBOs include Grand Rapids Center for Community Transformation, Grand Rapids Women’s Resource Center, GoodWill of Greater Grand Rapids, Steepletown Neighborhood Services, The Source, Treetops Collective, and United Way of Montcalm & Ionia.  
*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. *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 MEWDC consortium by LEO-WD. WMW continues to support other contracted Michigan Works Agencies to enroll participants in the grant. *Enhanced Relationships, Pipeline Development*

**MDARD Specialty Crop Grant:** 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. We have received the final version of six videos created to educate students and adults on careers in agribusiness and funded by this grant. During Agriculture Month (March) we have featured one video each week on our Linked In page. Funding for this grant will be used to boost these videos to gain more views. We shared the videos with teachers who participated in the Spotlight on Ag Readers. We have seen an increase in the number of businesses utilizing the MDARD grant for reimbursement of the Varnum Employers Compliance Guide. *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 \$17.5M. Training may occur from February 1, 2023 – January 31, 2024.
- Cycle 2: 69 employers received a total of \$3.7M. Training may occur from July 17, 2023 - July 16, 2024.

Fiscal Year 2024:

The Michigan Department of Labor and Economic Opportunity announced the award of \$42,112,597 to more than 800 employers statewide for the Going PRO Talent Fund (GPTF) for the first cycle of fiscal year 2024. West Michigan Works! employer awards are outlined below:

- Cycle 1: 222 employers received a total of \$14.8M. Training may occur from January 1, 2024 – December 31, 2024.
- Cycle 2: The application period is scheduled to open **April 22 – May 10, 2024**. Training may occur from July 1, 2024 – June 30, 2025.
- Employer Led Collaborative (formerly Industry Led Collaborative): application period opens Tuesday, March 26, 2024.

A full list of grant recipients statewide is available online at [Michigan.gov/TalentFund](https://Michigan.gov/TalentFund). ***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. WMW has hired 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 expansion of the MiCareerLaunch initiative, which aims to prepare high school seniors for a career in a high demand 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. ***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 care** The ATC will host its next quarterly job fair for opportunity populations, in partnership with regional and state partners who serve these populations on June 4 and will be held at the WMW Holland Service Center. We had 50 job seekers attend our March 5 job fair held in Grand Rapids SE Service Center. Planning continues for 2024 Career AG-xploration in Muskegon on May 4<sup>th</sup> Employer registration is open until April 5<sup>th</sup>. Currently 8 businesses have registered with more expressing interest. We are awaiting the decision for the MDARD Rural Development Fund Grant, which would expand this event to 4 additional counties. Spotlight on Ag Readers continues through the end of March. All teachers surveyed unanimously said they would sign up for this event again and many added comments that they plan to share this event with their colleagues. We doubled the number of classrooms reached from last year from 20 to 44 and increased the number students from 550 to 1340. Planning has begun for the ATC and Discover Manufacturing Career Fair Carnivals. These family-friendly job fairs will be held in June at 4 locations: Grand Rapids, Holland Montcalm, and Muskegon. Attending 3<sup>rd</sup> party career exploration events including GVSU Science Olympiad and Hamilton High Prep for Success.

**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.** WMW recently promoted an internal staff person, Jason Khoury, to the Industry Council Lead position for the Construction Careers Council. Jason will fully transition into this role by the end of April. \

The Women in Construction Week initiative was renewed in February 2024 and took place in March, allowing employers to recognize women's contribution in Construction. Twelve nominations were received, and certificates will be presented by early April. The CCC blog "Women Who Build West Michigan" is back up after a

hiatus, continuing to showcase women in the industry as inspiration for others to join construction trades.

Several projects are anticipated to begin over the next year, including the Construction Road Shows in October 2024. "Before the Job Site," and "Mental Health Awareness" projects will commence in the coming months as the new ICL is onboarded. The CCC plans to introduce new projects focused on the current workforce, such as hiring events and retention initiatives within the industry.

**Discover Manufacturing (DM) Mission: “We Exist to Inspire and Expand Manufacturing Talent in West Michigan.”** DM will be hiring a temporary project coordinator to assist with Discover Manufacturing Week. Active planning for this project has begun with proposed Discover Manufacturing Week event dates of October 28 to November 8, 2024 with some variance by county.

DM is supporting a project team working on parent engagement in association with the Career Readiness Conference sponsored by DM, The Right Place, and Talent First. The April 18 conference will be held at Ferris State University and once again will bring educators and manufacturers together to improve work-based learning opportunities for students and discuss opportunities and best practices for manufacturers to engage with parents.

DM and the Agribusiness Talent Council is working with Grand Rapids Community College, Muskegon Community College, and Montcalm Community College to host four Career Fair Carnivals in various locations each week in June that will serve as both a career fair opportunity to attract new participants to the manufacturing industry and provide a family friendly carnival atmosphere to entertain families and children. Those hired can make use of One Workforce grant funding to complete introductory coursework through the community college in their area.

DM is actively going through the process of strategic planning to ensure the council’s mission statement, strategies, and projects remain relevant align with the overall workforce needs in manufacturing and to ensure DM is providing value and continues to grow in its mission to be a recognized leader on talent.

**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 recently teamed up to plan a mini-medical school event targeting 677 third graders, focusing on body awareness, health habits, and healthcare careers.

WMHCC, in partnership with Kent ISD Workforce Development, held its 2<sup>nd</sup> annual health careers expo. This event featured employer booths providing information on healthcare careers, application and interviewing tips, and educational support, with a focus on entry-level opportunities. 103 students and parents attended this event.

The council is organizing a Muskegon-based healthcare career fair carnival to be held May 4th at a local employer site, MOKA. This follows the success of a similar event held in Kent County in 2023. It will coincide with the Agribusiness Council's "Career Ag-xploration" event. Both events aim to attract local employers and job seekers to learn about career opportunities. Both councils will share marketing efforts to be good stewards of council resources. WMHCC plans to hold career fair carnival events in Ottawa and Kent counties to occur in July and August. These initiatives reflect our ongoing commitment to enhancing healthcare education and career opportunities in our community.

**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.** WMTT hosted [DeMystifying the Visa Process, A Guide to Hiring International Students](#), on February 21. The event was well attended with employers, college faculty, administrators and students. Partners on this project included GVSU Colleges of Computer Science and Engineering, Padnos Center, ImLaw, Data Science Society, Bravo LT, Global Detroit, Corewell and BMF Health. Based on the success of this event, Rachel Salinas, Assistant Dean, at Padnos College of Engineering is partnering with Global Detroit (West Michigan) to design a series of these workshops to assist our employer network to attract and retain international talent for high demand occupations.

WMTT will hold its first networking event of 2024 on April 18: Tech Trends with Keith Brophy. The event is almost sold out (225 RSVPs). Supporting partners include BizStream, Fusionary, Insperity and Mentavi Health. If you would like to attend the event you can RSVP by clicking [here](#). Three additional events are also under development that will aim to provide networking, skill development, and career opportunities.

WMTT is an event sponsor of KISD and Aquinas College's inaugural Kent County Cup Esports Competition. The WMTT exhibit will feature AR Goggles for career exploration.

## Programs

**West Michigan Works! Registered Apprenticeship Programs (WMW RAP):** WMW currently holds standards for 43 US Department of Labor registered apprenticeships, with 178 active apprentices and 80 participating employers. West Michigan Works! continues to develop programs with individual employers and in employer cohort models. New developments include:

- Anesthesia Technologist program was submitted to the USDOL for approval as a registered apprenticeship program. This program will be the first-in-the-nation, once approved.
- New programs added under WMW standards:
  - Carpenter
  - Interior Systems
  - Drywall Applicator
  - Gas Appliance Servicer

The USDOL Office of Apprenticeship issued a (USDOL) Office of Apprenticeship (OA) issued a Notice of Proposed Rulemaking (NPRM), Docket #: RIN 1205–AC13 National Apprenticeship System Enhancements – Code of Federal Regulations (CFR) Part 29. The Michigan Works! agencies and the State of Michigan (LEO) submitted a combined 19 pages of public comment on March 18, in response to the NPRM. The proposed rule would:

- Put an undue burden on employers to provide the data requirements
- Remove flexibility for employers by removing the option to provide competency-based apprenticeships and would also increase the burden on employers to convert present apprenticeships to fit the model proposed.
- Not meet the equity goals in underserved communities, specifically in CTE programs.
- Potentially increase the workload of already understaffed Office of Apprenticeship staff.

**Ascend Youth Programming:** The Ascend team currently provides programming for eligible out-of-school youth ages 16 to 24. In an effort to grow youth participation, Ascend has bolstered partnerships with local organizations, has invested in social media outreach, and is developing a youth advisory committee to help shape youth-centered programming. Additionally, applications for the Youth Summer Career Readiness Program (also known as the summer work experience) will open on April 10. We are looking forward to another great summer. ***Pipeline Development, Diversity and Inclusion***

**MiCareerQuest:** MiCareerQuest is a Career Exploration Experience for middle and high school students. MiCareerQuest 2024 was held at DeVos Place on March 27, 2024. Thank you to everyone who was able to exhibit, volunteer, sponsor, and champion this event. We are still calculating numbers from this event, but early estimates put us at 8,000 students, 100 schools, over 100 employers, 300 jobs highlighted, and 150 volunteers. ***Pipeline Development***

**Elevate:** Elevate is an expansion to Rise Up, a model of outside-in recruitment and inside-up career development that began in partnership with West Michigan Works!, The Source, and Trinity Health. Elevate uses the same model of Career Coaching (using the CareerPoint model created by West Michigan Works!), Resource Navigation, and employer coordination to reduce the friction of hiring and promotion. Elevate also expanded to include partnerships with the Urban League of West Michigan and Ergasia as community-based partners as well as Trinity Health, Corewell Health, Cascade Engineering, and Praxis Packaging as our employer partners. ***Enhanced Relationships, Pipeline Development, Diversity and Inclusion***

**HireReach:** HireReach provides instruction and consulting to businesses interested in implementing skills-based hiring. HireReach wrapped up its Kent-County-specific academy and is now focusing on building national partnerships to expand programming across the nation. HireReach also sold its first ever private academy and will be consulting with Kentwood Public Schools to help them adopt a skills-based approach to hiring. ***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. RSN recently hired Jennifer Summers as its Project Manager. RSN will also complete the second part of its strategic planning with the member advisory council during the next meeting. ***Enhanced Relationships, 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 County with plans to pilot in Montcalm County in the next few months. 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 attraction, retention, and development initiative for EV occupations critical to the success of the industry. WMW received \$1M to support these efforts over the next year. On April 18, the MEDC TAT coordinated a press event to celebrate the successful efforts to hire and train over 1,000 workers in the EV industry in West Michigan. The event was held at Shape Corporation's Tech Center in Grand Haven. U.S. Congresswoman Hillary Scholten, D-Kent, Muskegon and Ottawa Counties and Michigan state Sen. Roger Victory, R-Allegan and Ottawa Counties were in attendance. Below are a few articles from local press, highlighting the event:

- WGVU: [State jobs marketing campaign designed to attract worker talent to Michigan has surpassed its first-year goal](#)
- MLive: [West Michigan manufacturer gets boost from state workforce development program](#)
- Grand Haven Tribune: [Shape Corp., partners celebrate employment recruiting victory | Business | grandhaventribune.com](#)

Additionally, the Michigan Department of Labor and Economic Opportunity has 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. ***Enhanced Relationships, Pipeline Development***





# 2024 State Legislative Priorities



## Going PRO Talent Fund

### Action

The Michigan Works! Association advocates for a \$20 million increase in ongoing funding beginning in FY25 to meet the growing demand for this program.

### Overview

The Going PRO Talent Fund provides grants to employers to assist with training, developing and retaining current and newly hired employees. Since 2014, more than 6,000 businesses have received grants to help train more than 175,000 workers, resulting in an average 18 percent increase in post-training wages. Each year, demand for the program outpaces available funding. During both funding cycles in FY23, more than \$108 million in training grants were requested by businesses across the state, nearly double the amount of available funding. The lack of available funds results in a loss of potential training, hiring, and increased earning opportunities for Michigan workers.



## MI Skills Fund

### Action

The Michigan Works! Association advocates for \$10 million for the MI Skills Fund to support short-term training opportunities and credentials for high-demand occupations.

### Overview

The MI Skills Fund helps fund the cost of training for individuals pursuing industry-recognized credentials, certificates, and skills in high-demand fields. The inclusion of this program will allow businesses, education providers, and Michigan Works! agencies to partner in order to provide short-term training and upskilling opportunities to Michigan residents, while focusing on immediate labor-market needs not currently addressed by existing programs. In accessing this funding through local Michigan Works! agencies, individuals may also receive additional support for barrier removal services, career coaching, and job matching with employers.





## Youth Career Exploration

### Action

The Michigan Works! Association advocates for \$10 million in funding to enhance and expand youth career exploration and awareness activities across the state.

### Overview

This funding will enable the implementation of proven, high-impact programs such as MiCareerQuest, Manufacturing Day, localized Talent Tours, internship programs, and mentorship opportunities, directly reaching thousands of students and providing them with invaluable hands-on experience and interactions with potential future employers. By ensuring equitable access to these opportunities, regardless of geographic or economic barriers, we are actively fostering a well-prepared, diverse, and resilient workforce that is essential for Michigan's long-term economic prosperity and competitiveness. This investment represents a commitment to the state's youth, ensuring they are equipped with the knowledge and skills necessary to thrive in the evolving job market and contribute meaningfully to Michigan's vibrant economic future.



## Employer-Led Collaboratives

### Action

The Michigan Works! Association supports LEO's funding request to convene employer-led collaboratives and develop customized solutions to fill identified talent gaps in key industries and business sectors.

### Overview

Employer-led collaboratives stand as pivotal platforms, uniting businesses, educational entities, workforce development groups, and key stakeholders in a concerted effort to directly tackle nuanced workforce challenges and skill shortages. These collaboratives empower industries to actively shape and inform training programs, ensuring alignment with real-world job requirements and facilitating smoother transitions from education to employment. By investing in and fostering these strategic partnerships, lawmakers can help secure a robust talent pipeline, tailored to meet the dynamic needs of Michigan's diverse economy, while simultaneously enhancing the state's competitive edge and driving economic growth. This proactive approach ensures that Michigan's workforce is not just ready for today's challenges, but is also being prepared to excel in the jobs and industries of tomorrow.



## Barrier Removal Employment Success

### Action

The Michigan Works! Association advocates for sustainable, long-term funding to maintain the Barrier Removal Employment Success (BRES) program to remove systemic barriers to employment, while promoting workforce equity.

### Overview

The Michigan Works! system has administered the BRES program to provide real-time wraparound services to job seekers who may face complex barriers to sustainable employment. Through this flexible program, Michigan Works! agencies have provided connections to reliable transportation, housing, child care, food access, and books and training materials for a wide range of eligible individuals, including Michigan Reconnect students, immigrants and refugees, low-income earners, and justice-involved residents. Maintaining the existing BRES policy will ensure barrier removal resources are available for job seekers who require customized assistance.



# ALERT: Proposed Changes Won't Make America's Workforce Stronger

While America's workforce system needs modernizing, provisions within the current "A Stronger Workforce for America Act" bill package could impact the effectiveness and flexibility of our local workforce development efforts in Michigan. The main areas of concern include:

## 50% Training Requirement:

**The problem:** The bill would mandate local workforce development boards to allocate 50% of their funding for training which presents a significant challenge.

**Unintended consequences:** This requirement could limit our network's ability to remain responsive to the rapidly changing needs of local employers. The lack of a clear definition of what constitutes 'training' under this mandate could lead to ambiguity and inconsistency in program implementation.

## Critical Industries Fund:

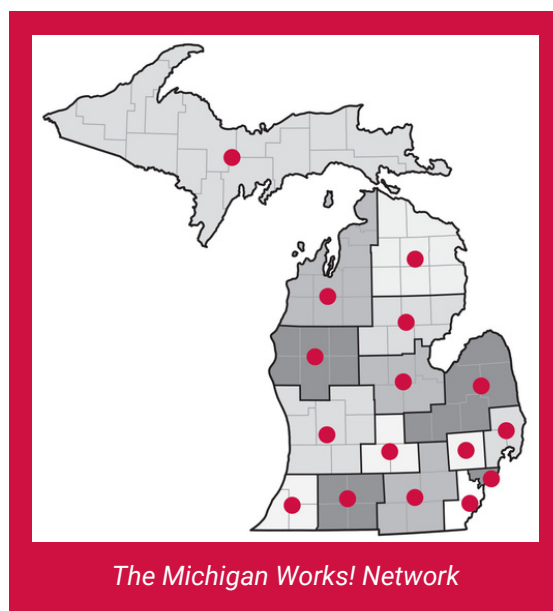
**The problem:** The proposal to increase the Governor's set-aside fund by 10% to establish a "critical industries fund" raises concerns about the potential reduction of resources available to local workforce development systems.

**Unintended Consequences:** This shift in funding risks duplicating services that are already being effectively delivered at the local level. Funding must remain adequate to support the unique workforce needs of local job seekers and employers.

## Workforce Development Areas Redesignation:

**The problem:** The Act proposes a redesignation of local workforce development areas, which is a serious concern for our network.

**Unintended Consequences:** This move could diminish local accountability and stifle innovation, which are cornerstones of a demand-driven workforce system. The voice and needs of the business community must remain at the forefront of workforce development strategies. Local expertise and engagement are key to creating effective, employer-responsive programs.





# Trade Adjustment Assistance (TAA) Reauthorization

## Action:

The Michigan Works! Association advocates for the reauthorization of the Trade Adjustment Assistance (TAA) program.

## Overview:

Since 1974, the TAA program has provided training, income support, employment and case management services, job search and relocation allowances to eligible worker groups whose job losses or wage reductions are a result of global trade and offshoring. While funding for TAA was temporarily extended for an additional year by an omnibus package in early 2023, Congress has yet to issue a full reauthorization of the program to ensure nearly 100,000 workers nationwide will continue receiving support through the program annually. In Fiscal Year 2021, more than 4,200 workers in Michigan were covered by TAA, with 78 percent of impacted workers finding new jobs as a result of the benefits under the program. Michigan received the third-highest number of workers certified under TAA in FY 2021, the last full year the program was authorized.

