



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.
[Join the meeting now](#) Meeting ID: 287 443 888 257 Passcode: dVCjdg
Monday, August 26, 2024- 8:30 a.m. – 10:00 a.m.
AGENDA

1. Call to Order and Welcome
2. Public Comment – Agenda Items
3. Approval of the June 24, 2024 Minutes **Action Required**
4. Report on Financial Activities
Kirsti Jones, Chief Financial Officer
 - a. ACSET Financial Report - Notes to June 2024 Board Financials **Information Item**
 - b. Proposed FYE 2024 Budget Modification *(75% affirmative vote of members present)* **Action Required**
5. Report on Administrative Activities
Laura Krist, Human Resource Director
 - a. ACSET Personnel Actions Report **Information Item**
 - b. ACSET Operations Staffing **Information Item**
 - c. Update to Staffing Chart **Action Required**
6. Bylaws of the West Michigan Works! Workforce Development Board (WDB) **Information Item**
Jacob Maas, Chief Executive Officer
7. WDB Service Summary Dashboard and Solutions Driven Updates **Information Item**
Angie Barksdale, Chief Operating Officer
8. Other Business **Information Item**
9. Public Comment
10. Adjournment

Next Scheduled Governing Board Meeting:
Monday, October 28, 2024
Remaining meetings:
December 9 at 11:30 a.m.
(joint board meeting with the Workforce Development Board)
beginning at 11:30am at the Frederik Meijer Gardens & Sculpture Park



**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.

[Join the meeting now](#) Meeting ID: 254 940 115 040 Passcode: jmZ7yp

Monday, June 24, 2024 • 8:30 a.m. – 10:00 a.m.

MINUTES

Governing Board Members Present: Commissioners Hatfield (Chair), Tiejema (Vice-Chair), De Young, T. Baker, Kallman, LaGrand, R. Baker, Cyr, Kleinjans, Moss (virtual), Perdue, Ysasi

Governing Board Members Absent: Commissioners Storey, Paige

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

Guests Present:

1. Call to Order by Commissioner Hatfield at 8:30 a.m., who requested introductions.
2. Public Comment- None.
3. Approval of the April 22, 2024 Minutes **Action Required**
Motion – Com. Kallman
Second – Com. LaGrand
Item Approved by Vote – All 11 members present voted affirmatively. Motion carried.
4. Report on Financial Activities- Notes to April 2024 Board Financials **Information Item**
 Kirsti Jones, Chief Financial Officer reviewed ACSET’s statement of revenue and expenditures for the nine months ending April 30, 2024. A brief discussion took place and Kirsti answered board members’ questions.

The board voted to approve the April 2024 Financials; therefore, the item has been changed from “Information Item to “Action Required”.

Motion – Com. Tiejema

Second – Com. LaGrand

Item Approved by Vote – All 11 members present voted affirmatively. Motion carried.

5. 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 thirteen (13) appointments, nine (9) separations, and six (6) promotions/transfers.
 - b. ACSET Operations Staffing **Information Item**
 Laura Krist reported that ACSET currently has 214 out of 242 positions filled and 1 temporary position, with approximately 16 of the open positions active in process.
 - 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 a job title change is necessary. Laura reported that ACSET currently has an Assistant Manager position specifically dedicated to the facilities department, but noted that the duties, responsibilities, and job qualifications for this

position are much different than those of the other assistant managers within the organization. Therefore, ACSET is requesting to change the job title from “Assistant Manager” to “Facilities Assistant Manager” so that the job description more accurately reflects the work performed in this position. Staff answered board members’ questions.

Motion – Com. De Young

Second – Com. Ysasi

Item Approved by Vote – All 11 members present voted affirmatively. Motion carried.

6. West Michigan Works! Workforce Development Board (WDB) Terms of Office **Information Item**
Jacob Maas, Chief Executive Officer, reviewed that every year, one-half of the WDB has expiring terms of office, as required in the Bylaws of the WDB. Jacob reported that there are 15 (fifteen) current board members and one (1) vacant seat whose terms of office expire on October 31, 2024. Jacob reported that applications are open, and that staff encouraged current WDB members to re-apply. Applications can be found here <https://www.westmiworks.org/about-us/leadership/workforce-development-board-application/> and are due July 31, 2024. Applications will be reviewed by the designated WDB Nomination Committee, and the slate of proposed WDB members will be presented to the ACSET Governing Board for final approval in October 2024.

7. Contract Extensions: Goodwill Industries of Greater Grand Rapids and Steepletown Neighborhood Services, Workforce Innovation and Opportunity Act (WIOA) Youth **Information Item**
Angie Barksdale, Chief Operating Officer, reported that Goodwill Industries and Steepletown Neighborhood Services are providers of the Workforce Innovation and Opportunity Act (WIOA) Out-of-School Youth (OSY) services in Kent County, Michigan. Both agencies previously entered into contracts with ACSET to provide services in accordance with WIOA beginning July 1, 2021 and ending June 30, 2022, with the option to extend services for an additional three years based on performance. Angie reported that a thorough monitoring was recently conducted for both providers, and that on June 10, 2024, the WMW WDB approved staff’s recommendation for a third and final extension of both service provider contracts through June 30, 2025. Angie answered board members’ questions.

8. West Michigan Works! (WMW) Workforce Development Board (WDB) Service Summary Dashboard and Solutions Driven Updates **Information Item**

WDB Service Summary Dashboard

Angie Barksdale, Chief Operating Officer, reviewed the Service Summary for October 1, 2023 through April 30, 2024. Angie reported that: (1) “Service Center Traffic” continues to grow on an upward trend for the year, with projections showing that WMW is likely to serve almost 8,000 more job seekers than last year; (2) “Employers Served” has consistently increased with more returning employers than new employers being served each month (staff are persistently seeking opportunities of engagement with new employers); and (3) “Jobs Filled by Industry” has remained steady, but Angie noted that there has been a slight increase in the number of jobs filled in the construction and manufacturing industries due to employers preparing for construction projects in the next few months.

Angie answered board members’ questions regarding some of the grants and the “WorkReady Certificates Earned” indicator.

Solutions Driven Updates

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.***

- i. Early Childhood Education (ECE) Registered Apprenticeships:

Angie Barksdale reviewed that WMW was previously awarded a one-year grant from the Early

Childhood Investment Corporation's (ECIC) Childcare Investment Fund, 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. WMW was notified that an additional round of funding through the ECIC will help pay for further training and apprenticeship work. Additional information is provided in the board packet. Angie answered board members' questions on the career pathways of this training. ***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):
Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- iv. The Michigan Citizen Reentry Initiative (MiCRI):
Angie Barksdale reported that this is a cooperative grant with the U.S. Department of Labor (USDOL) and the Department of Justice (DOJ) with a state award of \$7.6 million to launch the new initiative designed to reduce recidivism among justice-involved citizens and increase their participation in employment and training opportunities. Angie reported that these individuals were incarcerated in the federal correctional institutions and residential reentry centers (RRCs). Angie reported that ACSET will provide services to post release for participants in RRC and Home Confinement (HC). Additional information is provided in the board packet. ***Enhanced Relationships, Diversity and Inclusion***
- v. Michigan Skilled Immigration Integration Program (MISIIP): 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: Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development***
- viii. Barrier Removal and Employment Success (BRES) Expansion:
Additional information is provided in the board packet. ***Pipeline Development, Diversity and Inclusion***
- 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 provided in the board packet.

Fiscal Year 2024:

The Michigan Department of Labor and Economic Opportunity (LEO) awarded \$42,112,597 to more than 800 employers statewide for GPTF for the first cycle of fiscal year 2024. Below are the WMW employer awards:

- Cycle 1: Additional information is provided in the board packet.
- Cycle 2: Angie Barksdale reported that the application period for Cycle 2 closed on May 10, 2024. In total, WMW submitted 174 applications for a total of \$7,795,784.99. Award announcements are scheduled to take place in late June 2024. Training may occur July 1, 2024 – June 30, 2025.
- Employer Led Collaborative (formerly Industry Led Collaborative): Additional information is provided in the board packet.

A full list of grant recipients statewide is available online at 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***

Angie Barksdale reported that WMW has partnered with Grand Rapids Community College (GRCC), which was recently awarded additional funding for the “Strengthening Community Colleges” grant. Angie stated that additional information will be provided in the coming months.

Industry Talent Councils (ITCs)

Angie Barksdale reported that the ITCs are always in full swing. Each Council has its own website and those are hyperlinked in the electronic version of the board packet. ***Enhanced Relationships, Pipeline Development***

- i. Hospitality Talent Council: Angie reviewed that in partnership with Experience G.R., WMW is continuing with the creation of the hospitality talent council in Kent County. WMW onboarded an Industry Talent Lead, to help lead the efforts of this newly formed council.
- ii. [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.** Angie reported that the ATC and Discover Manufacturing are working on four Career Carnivals in June. These career fairs will be held in Grand Rapids, Muskegon, Montcalm, and Holland and are open to job seekers and their families that are looking for employment. Additional information is provided in the board packet.
- iii. [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.
- iv. [Discover Manufacturing \(DM\)](#): **Mission: “We Exist to Inspire and Expand Manufacturing Talent in West Michigan.”** Additional information is provided in the board packet.
- v. [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.

- vi. [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 is provided in the board packet.

Programs

- i. [WMW Sponsored Registered Apprenticeships Program \(WMW RAP\):](#)
Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development. Enhanced Relationships, Pipeline Development***
- ii. [Ascend Youth Programming:](#)
Additional information is provided in the board packet. ***Pipeline Development, Diversity and Inclusion***
- iii. [MiCareerQuest:](#)
information is provided in the board packet. ***Pipeline Development***
- iv. [Elevate:](#)
Additional information is provided in the board packet. ***Enhanced Relationships, Pipeline Development, Diversity and Inclusion***
- v. [HireReach:](#)
Additional information is provided in the board packet. ***Diversity and Inclusion***
- vi. [Retention Solutions Network \(RSN\):](#)
Additional information is provided in the board packet. ***Enhanced Relationships, Diversity and Inclusion***
- vii. [Gain Employment Maintain Support \(GEMS\) formally known as Learn, Earn and Provide \(LEAP\) Pilot:](#)
Additional information is provided in the 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.***
- a. Results for America – Fellowship **Information Item**
Angie Barksdale reported that WMW was accepted into the Results for America, which is a state and local Workforce Fellowship program focused on advancing quality jobs. Angie, along with a manager from the Talent and Business Solutions departments, will participate in this 6-month learning series on a national platform with the potential of implementing some new initiatives after the education portion is done. Angie answered board members’ questions.
9. [State of Michigan Department of Labor and Economic Opportunity \(LEO\) Statewide Workforce Plan](#) **Information Item**
Jacob Maas, Chief Executive Officer, reported that at the June WDB meeting LEO presented the statewide workforce plan and also hosted a small roundtable event at our GR SE Service Center. Jacob shared that the full plan can be viewed by visiting the hyperlink on the agenda and requested that board members review the state plan as it impacts their jurisdictions and constituents. Staff answered board members’ questions.
10. Other Business – None. **Information Item**

11. Public Comment- None.

12. Adjournment at 8:57 a.m. by Commissioner Hatfield.

Motion – Com. Cyr

Second – Com. Kallman

Item Approved by Vote – All 11 members present voted affirmatively. Motion carried.

Next meeting is scheduled for August 26, 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

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215 Straight Ave NW
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(616) 336-4460

Grand Rapids SE Service Center
121 Martin Luther King Jr St SE
Grand Rapids, MI 49507
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Rockford Service Center
10075 Northland Dr NE
Rockford, MI 49341
(616) 228-6724

Montcalm County

114 S Greenville W Dr
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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: Kirsti Jones, Chief Financial Officer
DATE: August 26, 2024
RE: June 2024 Board Financials

Revenue

Revenue for the twelve months ending June 30, 2024, total \$46.6M which is \$776k (1.70%) over budgeted revenue and \$10.3M over prior year revenue.

Expenditures

Operating expenses are under the modified FY23-24 budget by 2.05%. Revenue and training are higher than expected due to Going Pro Talent Fund (GPTF) spending.

Wages and fringe benefits are up \$1.1Mk over the prior year; \$423k of the increase is due to annual wage increases for the staff and \$392k is due to increased health insurance rates.

Outside services are up by \$113k 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.

Equipment purchases are lower than in the prior year due to lower costs on the annual computer replacement purchases.

Other expenses increased \$151k due to increased spending for the annual MiCareerQuest event.

Training expenses are above the prior year by \$10.9M due to increased funding/spending for GPTF.

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.

Area Community Services Employment and Training Council
Michigan Works Agency Programs
Statement of Revenue & Expenses
For the Twelve Months Ending June 30, 2024

	YTD Thru June 2024 Actual	YTD Thru June 2023 Actual	Mod #1 YTD 2023/2024 Budget	Budget Variance	Budget Variance %
Total Revenue	\$ 46,552,621	\$ 36,281,703	\$ 45,776,500	\$ 776,121	1.70%
Expenses					
Operating Expenses					
Wages	\$ 11,769,477	\$ 11,129,090	11,877,500	\$ (108,023)	-0.91%
Fringe Benefits	4,345,099	3,919,194	4,250,000	95,099	2.24%
Consumable supplies	969,543	1,132,205	950,000	19,543	2.06%
Transportation	192,675	155,079	230,000	(37,325)	-16.23%
Outside services	1,079,998	967,454	1,420,000	(340,002)	-23.94%
Space and communications	1,555,461	1,700,549	1,490,000	65,461	4.39%
Equipment rent and maint	75,737	50,233	65,000	10,737	16.52%
Equipment purchases	35,407	188,953	100,000	(64,593)	-64.59%
Other expense	880,580	729,122	960,000	(79,420)	-8.27%
Total Operating Expense	20,903,976	19,971,878	21,342,500	(438,524)	-2.05%
Subcontractors	\$ 625,123	\$ 702,623	\$ 1,121,000	\$ (495,877)	-44.24%
Training	\$ 22,678,598	\$ 13,188,412	\$ 20,552,000	\$ 2,126,598	10.35%
Direct Client Expenses	\$ 2,344,924	\$ 2,418,790	\$ 2,761,000	\$ (416,076)	-15.07%
	\$ 25,648,644	\$ 16,309,825	\$ 24,434,000	\$ 1,214,644	4.97%
Total Expenses	46,552,621	36,281,703	45,776,500	776,121	1.70%
Excess of Revenue over Expense	-	-	-	-	0.00%

Unaudited

**ADMINISTRATIVE OFFICE**

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Ottawa County

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

MEMORANDUM

TO: ACSET Governing Board
FROM: Kirsti Jones, Chief Financial Officer
DATE: August 26, 2024
RE: Proposed FYE 2024 Budget – Second Modification

Background

The proposed budget modification for the fiscal year ending June 30, 2024 is presented for your consideration.

Proposed FYE 2024 Budget – Second Modification**Revenue**

The proposed 2023-2024 budget modification increases grant income by \$481,500 and program income by \$295,000, as a result of the following expenditure budget changes.

Expenditures

Operating expenditures have been adjusted to reflect anticipated spending and are decreasing by a net \$438,000.

Outside Services decreased \$340k due to large one-time expenses in the first half of the year that did not repeat (The Source – Elevate Program).

Equipment purchases are decreasing due to savings on the annual computer replacement purchases, approximately \$50k.

Subcontractor spending decreased by \$496k mainly due to the partnership with Trinity Health (Elevate program) which has not yet started. Also, community colleges contracted with for the MiLEAP program spent less than expected.

Training costs are expected to increase due to the GPTF increased funding, specifically for FY24 Cycle I. Training also increased due to additional WIOA funding from past allocation years.

Direct client expenditures are decreasing \$416k due to lower-than-expected spending for PATH and the MEWDC Apprenticeship program (Michigan Chamber of Commerce).

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 Mod 2 Request
For the Fiscal Year Ending June 30, 2024

	Fiscal Year 2023-2024 Approved Mod 1	Fiscal Year 2023-2024 Proposed Mod 2	Increase (Decrease)	% Inc (Dec)
Revenues				
Grant Income	\$ 45,756,500	\$ 46,238,000	\$ 481,500	1.05%
Program Income	20,000	315,000	295,000	
Total Revenue	\$ 45,776,500	\$ 46,553,000	\$ 776,500	1.70%
Expenses				
Operating Expenses				
Wages	\$ 11,877,500	\$ 11,769,000	(108,500)	-0.91%
Fringe Benefits	4,250,000	4,345,000	95,000	2.24%
Consumable supplies	950,000	970,000	20,000	2.11%
Transportation	230,000	193,000	(37,000)	-16.09%
Outside services	1,420,000	1,080,000	(340,000)	-23.94%
Space and communications	1,490,000	1,555,000	65,000	4.36%
Equipment rent and maint	65,000	76,000	11,000	16.92%
Equipment purchases	100,000	35,000	(65,000)	-65.00%
Other expense	960,000	881,000	(79,000)	-8.23%
Total operating expense	21,342,500	20,904,000	(438,500)	-2.05%
Subcontractors	\$ 1,121,000	\$ 625,000	\$ (496,000)	-44.25%
Training	\$ 20,552,000	\$ 22,679,000	\$ 2,127,000	10.35%
Direct Client Expenses	\$ 2,761,000	\$ 2,345,000	\$ (416,000)	-15.07%
	\$ 24,434,000	\$ 25,649,000	\$ 1,215,000	4.97%
Total Expenses	45,776,500	46,553,000	776,500	1.70%
Excess of Revenue over Expense	-	-	-	-

Unaudited

ACSET Personnel Actions – August 16 , 2024

Appointments

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Assistant Manager	Lisa Carlson	Permanent	7/22/24	Muskegon
Career Coach	Jadyn Dykman Nicole Bannen	Permanent	7/15/24 7/22/24	Muskegon Montcalm
Career Navigator	Madelyn Winnie Brenna McCann	Permanent	7/29/24 8/7/24	Grand Rapids NW Grand Rapids NW
Project Coordinator	Rachel Bredeweg Rachel Kowalk	Permanent	8/12/24 8/12/24	Grand Rapids NW Grand Rapids NW

Separations

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Separation Date</u>	<u>Location</u>
Assistant Manager	Guthrie Collins	Permanent	8/9/24	Grand Rapids NW
Business Solutions Representative	Corissa Corey Ricky Hatfield	Permanent	7/5/24 7/26/24	Barry Grand Rapids NW
Career Coach	Janine Durr	Permanent	7/26/24	Grand Rapids NW
Career Navigator	Cherie Romanelli	Permanent	7/29/24	Muskegon
Facilities Manager	David Gillean	Permanent	7/31/24	Grand Rapids NW
Talent Development Specialist	Tiffany Grissom	Permanent	8/1/24	Muskegon

Promotions/Transfers

<u>Class</u>	<u>Employee</u>	<u>Appointment</u>	<u>Date</u>	<u>Location</u>
Career Navigator to Resource Specialist	LaDosha Washington	Permanent	6/17/24	Grand Rapids NW
Career Coach to Apprenticeship Success Coordinator	Zachary Seigel	Permanent	6/24/24	Montcalm
Career Navigator to Records Service Specialist	Mary Estupinan	Permanent	7/22/24	Ottawa

Current

August 2024

CLASSIFICATION	Approved	Filled (Permanent)	Filled (Other)	Vacant
Accountant	4	2	0	2
Accounting Assistant	4	4	0	0
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 *	14	13	0	1
Attorney	2	2	0	0
Business Solutions Director	1	1	0	0
Business Solutions Manager	2	2	0	0
Business Solutions Representative	17	12	0	5
Business Systems Analyst	1	1	0	0
Career Coach	54	50	0	4
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
Director of Development and Innovation	1	1	0	0
Executive Assistant	1	1	0	0
Facilities Coordinator	1	0	0	1
Facilities Assistant Manager*	2	1	0	1
Facilities Manager	1	1	0	0
Human Resource Assistant	3	3	0	0
Human Resource Director	1	1	0	0
Industry Council Leads	6	6	0	0
Information Technology Manager	1	1	0	0
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	7	0	0
Quality Assurance Specialist	10	10	0	0
Records Service Specialist	5	5	0	0

Resource Specialist	4	4	0	0
Success Coach	4	3	0	1
Talent Development Instructor	11	11	0	0
Talent Development Manager	1	1	0	0
Talent Development Specialist	9	6	0	3
Talent Solutions Director	1	1	0	0
Talent Solutions Manager	6	6	0	0
Training Consultant	1	1	0	0
Youth Solutions Manager	1	1	0	0
TOTALS	241	214	0	27

CLASSIFICATION	Filled
Participant/Temporary	1

*Temporary FTE added to accommodate training/transition due to upcoming retirements



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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: Laura Krist, Human Resource Director
DATE: August 19, 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:

Grant Development Manager – add 1 position

As more and more Federal and State dollars are becoming available in a competitive nature vs. allocations, we need to increase our capacity to respond. We have also seen a consistent decrease in some of our core allocations and need to search for other sources of funding, either government or philanthropic, to continue to sustain and grow our efforts. Adding the position of Grant Development Manager will allow us to have a staff member specifically assigned to these efforts to focus on all aspects of identifying and managing funding growth opportunities.

Title Change – add 1 position and remove another

We would like to change the job title of our Training Consultant to Project Coordinator as the duties and responsibilities currently being done in this position better align with the Project Coordinator job title. The person in this role performs administrative functions for the Business Solutions Apprenticeship Team and upon further analysis of her work, we believe the Project Coordinator title and duties better align with this position. Making this title change would result in the removal of the Training Consultant and the addition of a Project Coordinator to our staffing chart. This title change does not increase the number of positions that we have on our staffing chart.

Requested Action:

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

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.

Service Summary Explanation

October 1, 2023 – June 30, 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 through April 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:* There has been a steady dip in credentials earned due to higher demand for training dollars resulting in available training funds fully expended faster than anticipated. We anticipate these numbers to increase as WIOA funding for the new FY24/25 becomes available. Additionally, we saw lower than average employer metrics reported during the period of October-February.
- *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 Cycle 2 and FY24 Cycle 1 and Cycle 2 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. Several Career Fair Carnival events were hosted across our region in June resulting in increased metrics for Q3.
- *Retention Solutions Network:* We have maintained our core employer membership after the price change per share. One employer decreased their number of shares by 1 in July, a decision that was in line with the past year's utilization metrics. The decrease in employees served is uncharacteristic and can be attributed to one of our largest employer members experiencing a period of temporary layoffs during this time.
- *WorkReady Certificates Earned:* For quarter 3, we had a 1:1 credential to post-assessment rate. We did not experience a large change in the number of pre-assessments compared to quarter two.

Service Summary: Strategic Plan Alignment and Indicator Descriptions

<p>Pipeline Development: Expand the local pipeline of work-ready talent to meet the needs of the workforce and of West Michigan employers.</p>	<p>Enhanced Relationships: Foster widespread networks to collaboratively address workforce needs in the region.</p>	<p>Diversity and Inclusion: 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 & 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.
<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.

Indicator	Strategic Plan Alignment	Narrative
<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.



Service Summary Oct. 1, 2023 to June 30, 2024

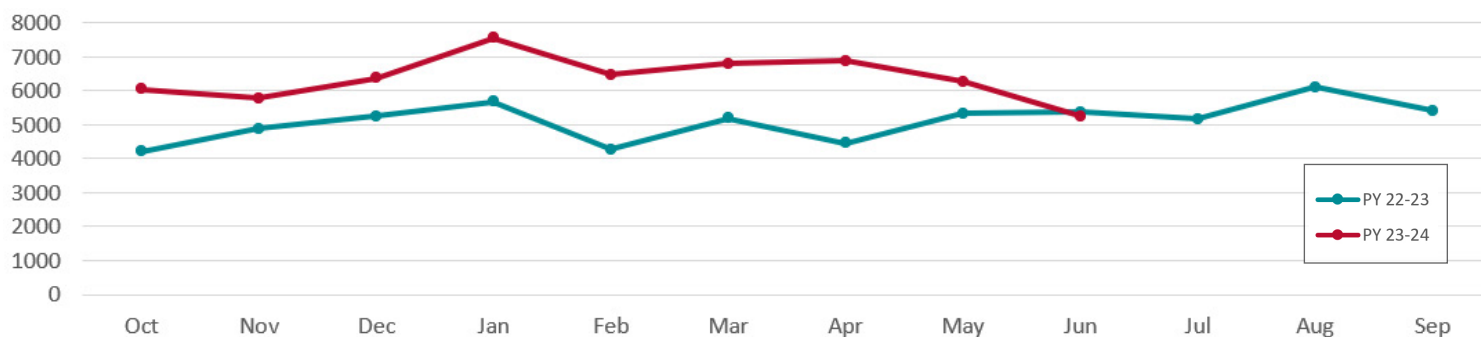
The data shown on this Service Summary indicates the organization's progress toward fulfilling of its services-based strategic priorities, as developed in the 2020 Strategic Plan: Enhanced Relationships, Pipeline Development and Diversity and Inclusion. Each indicator is a reflection of the work conducted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

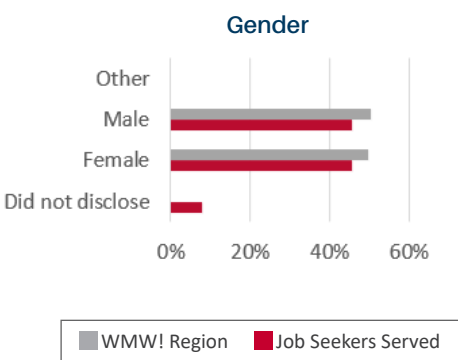
Strategic Plan Alignment

- Enhanced Relationships
- Pipeline Development
- Diversity and Inclusion

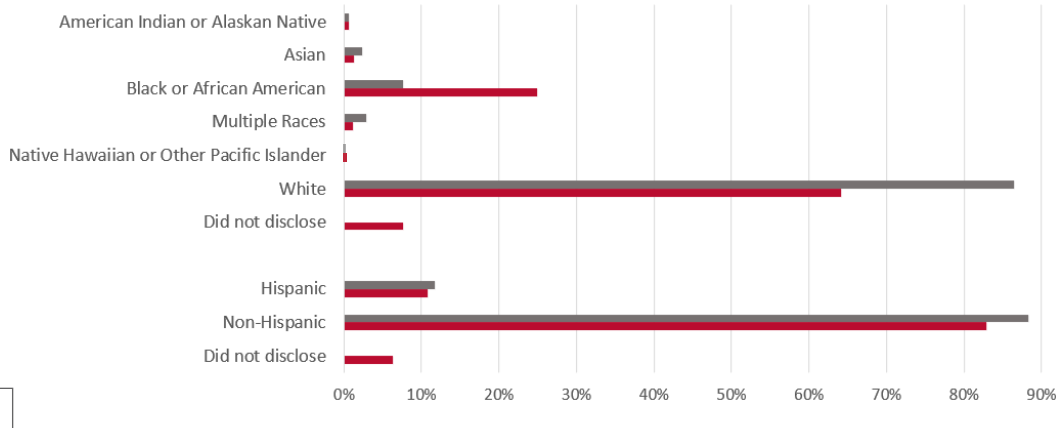
Service Center Traffic & Call Volume (PY comparison by month)



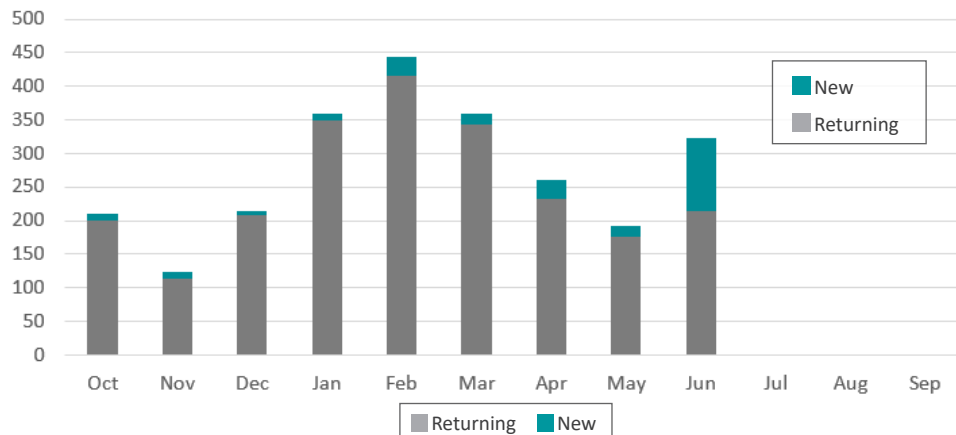
Diversity of Job Seekers Served



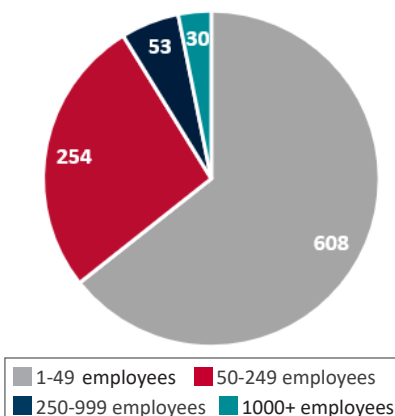
Race & Ethnicity



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	23	8	3	0	0	0
Construction	94	19	10	39	109	57	32	15	22	0	0	0
Healthcare	96	151	16	97	83	154	129	111	175	0	0	0
IT	10	2	2	1	0	22	23	5	4	0	0	0
Manufacturing	1052	321	112	376	708	306	861	173	302	0	0	0
Other	169	125	152	39	204	466	178	95	78	0	0	0
Total	1480	642	460	581	1198	1005	1246	407	584	0	0	0

Training: by Industry

	New Hire	Classroom	Apprenticeship	Credentials Earned
Construction	11	267	1	4
Health Care	120	629	2	274
Information Technology	3	34	0	4
Manufacturing	60	114	0	6
Other	36	172	0	193
Total	230	1216	3	481

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

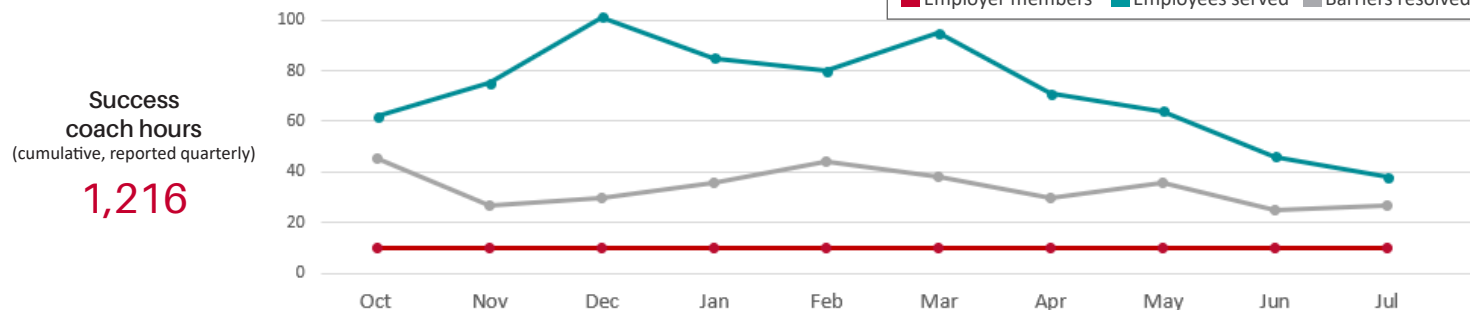
Training (completed): Going PRO Training Fund

	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
New Hire	234	657	428	795	543	402	440	273	417
Classroom	156	312	297	561	370	379	298	178	289
Apprenticeship	37	44	71	226	169	183	126	82	105
Total	427	1013	796	1582	1082	964	864	533	811

Hiring Events

	Participating		
	Events	Employers	Job Seekers
Q1	7	38	115
Q2	7	56	397
Q3	11	138	520
Q4	0	0	0
TOTAL	25	232	1032

Retention Solutions Network



WorkReady Certificates Earned (cumulative, reported quarterly)

1,203 Pre-Assessments	108 Post-Assessments	144 WorkReady Certificates	97 WorkReady Plus Certificates
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Service Summary
Oct. 1, 2023 to June 30, 2024



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: August 26, 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

Strengthening Community Colleges Grant 4 (SCC4): This grant program, awarded to Grand Rapids Community College (GRCC), is designed to enhance the capacity of community colleges to meet the skill development needs of employers and equitably support students in securing good jobs in high-demand industries. The grant program is centered on sector-based career pathways, which have been proven to improve employment outcomes. West Michigan Works! will collaborate with GRCC with the goal of developing targeted programs and curriculum. This grant will serve 622 participants between May 1, 2024, and April 30, 2028.

Enhanced Relationships, Pipeline Development

Early Childhood Education (ECE) Registered Apprenticeships: WMW has fully expended a one year, \$120,000 grant from The Early Childhood Investment Corporation (ECIC) Childcare Investment Fund. The grant supported efforts 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. An additional round of funding through ECIC is anticipated in September 2024 to support the expansion of registered apprenticeships in early childcare and help offset the training costs for classroom learning. ***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 Corwell 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

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approximately 60% of grant dollars going directly toward students. ***Enhanced Relationships, Pipeline Development***

Michigan Career Opportunity Academies for Community Health (MiCOACH): The Department of Health and Human Services (DHHS) awarded a \$3 million dollar Health Resources & Services Administration (HRSA) grant to the State of Michigan, Labor and Economic Opportunity (LEO). Leo has partnered with multiple Michigan Works! Agencies and Intermediate School Districts (ISD) to increase the number of Community Health Workers (CHWs) and Health Support in the ISDs. Locally, WMW will work with MAISD and the Muskegon Heights Public School system. This three-year grant will aim to improve the dissemination of health information, connection to mental health resources, and help create safer, healthier school environments and communities. Throughout the course of this grant, WMW will partner to serve 24 recently or soon to graduate Muskegon Heights youth. Six of the eight participants successfully completed the first cohort. ***Enhanced Relationships, Pipeline Development***

The Michigan Citizen Reentry Initiative (MiCRI): A cooperative grant opportunity with the US Department of Labor and the Department of Justice with a state award of \$7.6 million to launch the new initiative designed to reduce recidivism among justice involved citizens and increase their successful participation in employment and training opportunities. This includes individuals incarcerated in the Federal Correctional Institute (FCI) 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***

Michigan Skilled Immigration Integration Program (MISIIP): The Michigan Skilled Immigrant Integration Program is part of a \$1M allocation for the Michigan International Talent Solutions (MITS) initiative as part of an overall \$5M appropriation received by Global Detroit. This program connects professional, college-degreed, internationally-trained job seekers with Michigan-based careers in their profession. Eligible participants will also receive assistance with job search, Networking coaching, Credential evaluation and Professional licensing resources. ***Diversity and Inclusion, Pipeline Development***

Grand Rapids Community College One Workforce Grant: WMW has partnered with GRCC on a \$9.8 million H1-B One Workforce Grant, focusing on advanced manufacturing, received by GRCC. Similar to the America's Promise Grant, the H1-B One Workforce Grant is a 4-year grant and will rely on a network of partners across the region, including Montcalm Community College, Muskegon Community College and multiple community partners to provide training and employment to hundreds of workers across West Michigan. We recently learned that the USDOL has approved a no-cost extension for this grant. The period of the grant is extended to end on December 31, 2025. ***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. *Update:* WMW has met or exceeded performance goals for this grant, serving 860 job seekers. ***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's Inclusive Training, Technology and Equity Network (MITTEN): The Michigan High Speed Internet Office (MIHI) has initiated a \$13 million grant program aimed at enhancing digital inclusion and capacity-building initiatives for regional organizations and collaboratives across the state. West Michigan Works!, in partnership with the Essential Needs Task Force (ENTF), Grand Vally State University Public Media (WGVU), Grand Rapids Community College (GRCC), and Casual Simulation, has collectively submitted a response to the RFP to become the resource hub for Region 4b, which excludes the city of Grand Rapids. If awarded the grant, we will play a crucial role in supporting the implementation of the Michigan Digital Equity Plan within the proposed project areas and for the identified covered populations. ***Enhanced Relationships, 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 Michigan Works!: WMW provided \$447,533 in reimbursements to 35 West Michigan employers to help cover costs associated with Registered Apprenticeship Programs. \$1500 in direct supports were also issued among the 265 participating apprentices that were enrolled in the grant. ***Enhanced Relationships, Pipeline Development***

State Apprenticeship Expansion (SAE) – Michigan Energy Workforce Development Consortium (MEWDC): WMW helped the MEWDC provide \$583,300 in reimbursements to 11 Michigan Energy Sector employers to help cover costs associated with Registered Apprenticeship Programs. \$49,600 in direct supports were also issued among the 286 participating apprentices that were enrolled in the grant. *Enhanced Relationships, Pipeline Development*

MDARD Specialty Crop Grant: As expected, due to growers being in the fields, the number of employers applying for food safety training is down. We have obtained a six-month extension to utilize the funds. Updated end date for grant is March 31, 2025. The extra six months allows farmers and growers to apply for training during the off season. *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 occurred from February 1, 2023 – January 31, 2024.
- Cycle 2: 69 employers received a total of \$3.7M. Training occurred 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 take place January 1, 2024 – December 31, 2024.
- Cycle 2: 95 employers received a total of \$5.2M. Training may take place July 1, 2024 – June 30, 2025.
- Employer Led Collaborative (ELCs - formerly Industry Led Collaborative): The budget for ELC training is has been expended and applications are no longer being accepted.

A full list of grant recipients statewide is available online at

[Michigan.gov/TalentFund](https://www.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***

Hospitality Talent Council: In partnership with Experience Grand Rapids, employers representing the food & beverage, lodging, transit, event management, and recreation & entertainment sectors of hospitality have been selected to represent their industry on the newly formed talent council for hospitality in Kent County. WMW onboarded an Industry Council Lead, Shakiya Taylor, to help lead the efforts of this newly formed council. The selected employers have convened over two meetings and are working to finalize the council's guiding principles, identify its key priorities, select a council name, logo, and draft a mission statement.

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 pathways and opportunities in West Michigan agribusiness industry. Received funding from Farm Bureau's White Reinhardt grant to fund the purchase of books for 55 classrooms across the region for 2025 Spotlight on Ag Readers. Due to not receiving grant funding to support the expansion of Career AG-xploration to 4 additional counties, we plan to support and participate in Montcalm and Ottawa County's Farm Bureau Project RED (Rural

Education Development). The goal and format of Project RED is closely aligned to Career AG-xploration, providing hands on activities that explore careers in agribusinesses. Ottawa and Montcalm are the only two counties in our region that host this type of event, and we hope to reach an additional 500 students by partnering with Farm Bureau on these two events.

Construction Careers Council (CCC) Mission: The Construction Careers Council creates a bright future for West Michigan’s construction industry by building a diverse and qualified workforce. The CCC is organizing two major events to promote construction careers and mental health awareness. First, the Building Minds Conference on 9/12/24 will offer free mental health resources to employers and managers, featuring local experts at Pine Rest's Postma Center. Second, Construction Field Days on 4/24/25 at Kent Career Tech Center will introduce 250-350 high school juniors and seniors to construction careers through hands-on activities, job opportunities, and equipment displays. Additionally, we're planning two field trips in February 2025 for 6-9th graders to the West Michigan Construction Institute & GRCC and Union Facilities, each hosting 60-70 students from Kent and Ottawa County. These trips will help us develop a framework for future student visits to construction sites. The CCC aims to begin recruiting employers for these events in September or October, with all details and registration available on the CCC website.

Discover Manufacturing (DM) Mission: We Exist to Inspire and Expand Manufacturing Talent in West Michigan. DM is actively recruiting manufacturers to provide tours during Manufacturing Week from October 28 through November 8. Registration is live on the DM website. Last year we were able to reach over 15,000 students and expose them to the fantastic career opportunities in our industry. Our goal this year is to increase that number by 10%. DM is partnering with The Right Place Manufacturer’s Council to promote their AI Roadmap program designed to help manufacturers implement AI solutions in their business. The launch event was held on August 14. DM is also partnering with the Michigan Manufacturing Association’s new Director of Talent Initiatives Laura Preuss. Laura has returned to our industry, and we are excited to have a West Michigan person in that chair promoting our region. We will be working to increase the number of SME Prime schools in the Grand Rapids area. The DM Executive Team has added three new manufacturers in the past few months, and we couldn’t be more excited to get on with the work of providing value to our members and furthering our mission to be a recognized leader in 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. In partnership with the Grand Rapids African American Health Institute, the WMHCC is laying groundwork for the creation of a local Licensed Practical Nurse (LPN) apprenticeship program. This apprenticeship program supports our goal of creating more equitable pathways into nursing careers. The council recently held their second annual

healthcare career fair carnival in Kent County on August 7th at the GRCC M-TEC. 317 individuals attended the event (a 27% increase from the 250 attendees in 2023), including 169 job seekers. 142 of those job seekers anticipate finding a job because of attending the event. 24 employers, 6 education and training providers, and 2 community partners had exhibits at the carnival. WMHCC is excited about their first Ottawa County carnival planned for August 20th from 4pm-7pm at the GRCC Lakeshore Campus. 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 launched an alternative networking experience called “West Michigan Tech Trails.” The response has been very positive. A summary of our last hike is [here](#) and more information on the remaining events can be found by clicking [here](#). WMTT is also very involved in the planning, organizing, promoting and executing multiple events during TechWeekGR. The entire lineup can be viewed [here](#). WMTT council members are finalizing a two-year partnership with GVSU’s STEM Network to enhance and grow our K-12 outreach programs. We are on the last steps in reviewing and approving the contract. The program is funded through WMTT membership dues.

Programs

West Michigan Works! Registered Apprenticeship Programs (WMW RAP): West Michigan Works! currently holds standards for 47 US Department of Labor registered apprenticeships, with 235 active apprentices and 100 participating employers. The WMW Apprenticeship team continues to provide apprenticeship coordination and intermediary services to employers.

Over the last four years, there have been many great accomplishments, including:

- Added 18 new occupations under our standards
- Increased number of active apprentices by 62%
- Graduated 298 apprentices

Enhanced Relationships, Pipeline Development, Diversity and Inclusion

Ascend Youth Programming: The Ascend team currently provides programming for eligible out-of-school youth ages 16 to 24. Ascend has wrapped up its summer career readiness program. This year we had 68 youth complete summer work experience. 14 of the youth who dropped out of the program found jobs elsewhere. As we move into the fall, the Ascend team will be enrolling eligible summer participants into WIOA. Additionally, Ascend will be hosting a combined MiCareerLaunch program for Orchard View Adult Education and Kent ISD youth. We are excited to continue providing these career readiness and exploration programs to youth in our region. ***Pipeline Development, Diversity and Inclusion***

MiCareerQuest: MiCareerQuest is a Career Exploration Experience for middle and high school students. We are excited to launch the first-ever MiCareerQuest 3D Walkthrough. You can find the walkthrough [here](#). MiCareerQuest will be announcing its 2025 date soon. ***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 and Trinity Health, Cascade Engineering, and Praxis Packaging as our employer partners. Since our last meeting, we have onboarded 3 new employers: The YMCA, Custom Profile, and Christian Living Services. ***Enhanced Relationships, Pipeline Development, Diversity and Inclusion***

HireReach: HireReach provides instruction and consulting to businesses interested in implementing skills-based hiring. The HireReach team has been hard at work connecting with national partners in the skills-based initiatives space. We have now connected with organizations from 3 different states to discuss launching hosted academies in those states. ***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 has completed its employer engagement session and is in the process of drafting a strategic plan for the program. ***Enhanced Relationships, Diversity and Inclusion***

Gain Employment. Maintain Support (GEMS) formally known as Learn, Earn and Provide (LEAP) Pilot: GEMS 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 Ionia, Montcalm and Ottawa Counties in the next few months. ***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. 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*