

**Table 1: Working With Employers Milestones**

Staff Champion: Patrice Hudson

Plan Component	Major Milestones	Progress
<p>1. Early entrepreneurship support <i>Roni Weaver</i> <i>Bill Rayl</i> <i>Kevin Oxley</i> <i>JA?</i> <i>SBA?</i></p>	<ul style="list-style-type: none"> <li>■ Recognition events in each county.</li> <li>■ Establishment of volunteer group for support of entrepreneurship and small business start-ups</li> <li>■ Regional cooperation and assistance</li> <li>■ Establishment of a business incubator in Lenawee County.</li> </ul>	<ul style="list-style-type: none"> <li>■ Working with Roni Weaver and Charlene Page to develop tri-county Financing Your Small Business seminars                             <ul style="list-style-type: none"> <li>▪ Hillsdale EDP working with Hillsdale College SIFE to sponsor 2<sup>nd</sup> Entrepreneurial Expo: Attended by 31 audience members, plus 12 people manning exhibitor's tables, 3 speakers and 4 members of the business panel.</li> <li>▪ Developing Best Practices manual to develop SAGE-like groups in Jackson and Lenawee Counties</li> </ul> </li> <li>■ Jackson Small Business &amp; Technology Development Center is assisting with coordination and information dissemination within all three counties as well as cross training on other resources throughout South Central Michigan.</li> </ul> <p>Coordination meeting with all three counties has taken place [for the Kitchen Incubator in Lenawee County.] <u>Focus Group</u>: Strong County team furthers the outcome of the research - determine services, organizational structure (which determines the operational plan), future trends.</p> <p><u>Scope of the work</u>:</p> <ul style="list-style-type: none"> <li>■ Market Analysis: demand for the facility, type of equipment/services needed in the region</li> <li>■ Community support: find organizations that can provide support and resources – packaging, distribution - and if resources for funding is available</li> <li>■ Facility: rent or build new</li> <li>■ Operational Plan: Who's managing it? Establish structure (impacted by the size/services of the facility), accreditation</li> <li>■ Skill level in the region (engineers, developers...)</li> <li>■ <b>Regional Solution Center – development moving forward. See attachment.</b></li> </ul>
<p>2. Market diversification support <i>Bill Rayl</i></p>	<ul style="list-style-type: none"> <li>■ Informational meetings with businesses</li> <li>■ Referral of TA providers to businesses</li> <li>■ Initiate process within the region</li> </ul>	<ul style="list-style-type: none"> <li>■ Meet with regional partners to develop strategy and timeline.</li> <li>■ Have had 21<sup>st</sup> Century Partners working in the three counties and have worked with approx. 15-20 businesses to date.</li> <li>■ <b>Michigan Medical Manufacturers Forum launched through Jackson Area Manufacturers Association to assist area manufacturers in diversifying into medical and medical device manufacturing fields.</b></li> <li>■ <b>Worked with MMTC to develop market and customer diversification programs which are now being used to assist area companies throughout Michigan in diversifying into new markets and finding new customers in existing markets</b></li> </ul>
<p>3. Executive Pulse system <i>Jim Lautenschleger</i> <i>Amy Torres</i> <i>Susan Smith</i></p>	<ul style="list-style-type: none"> <li>■ Agreement on timeline for full use of the system</li> <li>■ Complete transfer of relevant data to the system</li> <li>■ Active use of the system by all relevant partners</li> </ul>	<ul style="list-style-type: none"> <li>■ Work with L14 to develop regional strategy and timeline.</li> <li>■ Have Lenawee now on system need to get Hillsdale entered. Planning training of system with Jay Bahr and Charlene Page in Jan. Trying to schedule and tie in this training with Kalamazoo group who is starting to use program (regionalism).</li> <li>■ <b>Will review in 2008/2009 program year for continued use.</b></li> </ul>

Notes: \*\* BVA – Business Value Assessment

\*\*SAGE – Best Practice – Manual Material for duplication

\*\*Bring in more detail on how Career Centers/ISDs and JCC offering the entrepreneur curriculum

\*\*More detail within plan on how education and training within the Partners is happening and how informing them on the TA available from 21<sup>st</sup> Century Partners

**Table 2: Regional Workforce and Economy Milestones**

Staff Champion: Christine Quinn

Plan Component	Major Milestones	Progress
<p>1. Extraregional economic ties <i>Bill Rayl</i> <i>Patrice Hudson</i></p>	<ul style="list-style-type: none"> <li>■ Meet to determine research goals and parameters</li> <li>■ Contract for study</li> <li>■ Review study findings and determine outreach strategy</li> <li>■ Engage extraregional partners</li> </ul>	<ul style="list-style-type: none"> <li>■ We have begun by attending meetings taking place in each of the Counties and trying to tie into ongoing collaboration instead of duplicating efforts – i.e.; Hillsdale County – Economic Development Partnership and Regional Leadership Roundtable, Jackson County – County Strategic Planning, Lenawee County – “Lenawee One”</li> <li>■ Development of the Regional Solutions Center (<i>see attachment</i>)</li> <li>■ Meet regularly with partners from three counties as well as the developing relationships with surrounding counties and the 94 Corridor – will continue to pursue through sharing of information and opportunity to work collaboratively</li> <li>■ Have started preparing for the development of “Early Warning Network” within our region. First meeting with county elected officials (all three counties represented) and three SCMW Executive Committee members on Feb 22, 2008 for an all day overview/training. Next steps being formed as well as review of material used and how/what changes needed.</li> <li>■ <i>Business Solutions Officer has been working on several large attraction projects within other counties that could have positive impact within our communities (still confidential)</i></li> </ul>
<p>2. Spirit of interdependence <i>Patrice Hudson</i> <i>Bill Rayl</i> <i>Randy Yagiela</i> <i>Jim Videto</i></p>	<ul style="list-style-type: none"> <li>■ Identify opportunities to promote understanding of mutual interests across counties and neighboring regions</li> </ul>	<ul style="list-style-type: none"> <li>■ Facilitating HomeTown Partnerships initiative in Hillsdale County. Will roll-out to balance of region following pilot year.</li> <li>■ <i>Business Solutions Managers have included cooperative relationship building with CAMW, Branch/Calhoun MWA, and Washtenaw in their performance matrix for 2008/2009</i></li> <li>■ See above reference</li> </ul>
<p>3. Use of the LED resource</p>	<ul style="list-style-type: none"> <li>■ Access resource and determine data desired</li> <li>■ Devise data sharing method</li> <li>■ Share data with relevant partners</li> <li>■ Meet to discuss strategic use of data</li> </ul>	<ul style="list-style-type: none"> <li>■ Working on a regional data clearing house or repository – access to be determined – One page strategy/plan has been developed. <i>Plan is moving forward.</i></li> <li>■ Shared use of EMSI data – access to be determined</li> <li>■ Begin to educate partners on the LEHD and LED – sent out website – will coordinate to have an overview provided – bullet points on use</li> </ul>

\*\*Add the Education/Training Gaps Analysis that we are having JCC do for us (here or under talent)

\*\*LED available late summer early fall?? – Currently Available <http://lehd.did.census.gov/led/index.html>

**Table 3: Rapid Response Milestones**

Staff Champion: Jim Lautenschleger

Plan Component	Major Milestones	Progress
1. Relationships with CBOs <i>Pam Gosla</i> <i>Patrice Hudson</i>	<ul style="list-style-type: none"> <li>■ Bring additional CBOs into the team</li> <li>■ Determine clear roles for CBOs</li> </ul>	<ul style="list-style-type: none"> <li>■ Informal relationships – need to work toward formalization</li> </ul>
2. Rapid response communication protocol <i>Pam Gosla</i> <i>Amy Torres</i>	<ul style="list-style-type: none"> <li>■ Meet to establish clarity</li> <li>■ Prepare a document outlining the protocol and distribute to partners in rapid response team</li> <li>■ Begin consistent use of protocol</li> </ul>	<ul style="list-style-type: none"> <li>■ Held planning meeting with Contractors, BSP and Service Center Manager. Drafting a Rapid Response Protocol and Process. Will be completed by end of January 2008 - RAPID RESPONSE PROCESS &amp; PROCEDURES are completed</li> </ul>

\*\* \_\_\_\_\_ Response – with changes in how addressing this issue – what is a better descriptor then “Rapid” Response (i.e., **Early Response**, Initial Response, etc.)

**Table 4: Layoff Aversion and Business Enhancement Milestones**

Staff Champion: Jim Lautenschleger

Plan Component	Major Milestones	Progress
1. Deepening business intelligence <i>Amy Torres</i>	<ul style="list-style-type: none"> <li>■ Implement coordinated use of Executive Pulse</li> <li>■ Determine specific assistance focus(es)</li> <li>■ Receive assistance within defined time frame</li> <li>■ Act on information and advice received</li> </ul>	<ul style="list-style-type: none"> <li>■ See - Working with Employers Milestones</li> <li>■ Encouraging Partners to send staff to BSP Certification training – full class or intensives</li> <li>■ <b>Planning in works to create region intensive training for Partners – tentative completion by late Fall 08</b></li> <li>■ Will be working on timelines for entry to referral – situational, currently informal phone calls – define “appropriate time”</li> <li>■ Refer to “manuals”</li> <li>■ Create additional manuals as needed (i.e.; Aversion)</li> </ul>

\*\*Need to add detail to Plan that indicates “how” we coordinate locally – Plan focuses on Statewide initiative

\*\*Reference Manuals here – much more detail in them the in actual Plan

**Table 5: Talent Milestones**

Staff Champion: Pam Gosla

Plan Component	Major Milestones	Progress
1. Survey region's employers <i>Bill Rayl</i>	<ul style="list-style-type: none"> <li>■ Determine research goals</li> <li>■ Conduct research and analyze results</li> <li>■ Review findings and determine next steps</li> </ul>	<ul style="list-style-type: none"> <li>■ A draft survey is being developed to assess regional employers educational needs and perceived as well as actual ease of access to educational/training needs. Participation of regional economic developers will be sought for input as to scope and concentration as well as distribution.</li> <li>■ <b>Plan and implement a strategic planning meeting for short medium and long term training needs – Needed - Assist BS Officer with "skill survey" with employers by June 30, 2009</b></li> </ul>
2. Educational pipeline <i>Annette Norris</i> <i>Bill Rayl</i> <i>Kevin Oxley</i> <i>Patrice Hudson</i>	<ul style="list-style-type: none"> <li>■ Meet to select programs, or to determine program gaps</li> <li>■ Establish resource leveraging plan among partners</li> <li>■ Institute new programs</li> </ul>	<ul style="list-style-type: none"> <li>■ Wrote for regional Community-Based Job Training grant to support expanded Advanced Manufacturing training programs.</li> <li>■ Meetings with local employers indicate a need for a “Grow Your Own” approach to specific skill needs thus initial movement toward creating certificated company training as basis for post Secondary institutions to award credit toward terminal degree- this avenue</li> <li>■ Evaluation of changes in career education programs will need to be evaluated as to impact and gaps created by the state’s focus. This discussion will also need to include the implications of the mandated graduation curriculum requirements and the impact on future educational options and needs.</li> <li>■ <b>The Jackson Area Career Center (JACC) is now delivering “Project Lead the Way” (PLTW) curriculum to middle school students through the MTL program and six Jackson County schools will be offering high school PLTW foundation classes in Principals Of Engineering and Introduction to Engineering Design. A First Robotics competitive team and a new Biomed program will be in place next fall at JACC. Lenawee Vo-Tech has a new BioChem program and is incorporating Alternative Energy curriculum into several programs. JACC is also investigating alternative energy curriculum connections to several programs. These are all strong connections to JAMA’s camps and The Academy for Manufacturing Careers.</b></li> </ul>
3. Relationships with colleges <i>Bill Rayl</i> <i>Randy Yagiela</i>	<ul style="list-style-type: none"> <li>■ Meet to determine shared priorities</li> <li>■ Hold regional summit</li> </ul>	<ul style="list-style-type: none"> <li>■ Currently in development stage</li> <li>■ <b>Convene/pilot an Employer-Educator Forum in Hillsdale County; replicate in balance of region.</b></li> </ul>
4. Promote postsecondary education <i>Bill Rayl</i>	<ul style="list-style-type: none"> <li>■ Devise marketing/communications plan</li> <li>■ Implement plan</li> </ul>	<p><b>NWLB Career Symposiums – February 2008</b></p> <ul style="list-style-type: none"> <li>■ 324 total attendees across the Tri-County (Hillsdale, Jackson, and Lenawee) – Rick, for your info this includes staff, training providers, employers, and customers.</li> <li>■ Employers from “in demand” industries provided information on skill requirements necessary to obtain employment in their “high demand” fields.</li> <li>■ Training providers supplied details on the length and cost of their programs.</li> <li>■ NWLB Team Member gave a 20 minute presentation on the initiative and fielded questions from the participants.</li> <li>■ SCMW! staff were onsite to guide individuals through the process and to answer questions.</li> <li>■ A full day of two separate sessions were provided for the community</li> <li>■ Lifelong Learning; promotion of - Strategy for addressing this has been drafted, looking for input from Skill Standards and Assessment Committee as well as the Regional Skill Connection (EAG)</li> <li>■ <b>Convene/pilot an Employer-Educator Forum in Hillsdale County; replicate in balance of region.</b></li> <li>■ See Communications Milestones</li> </ul>

**Notes for the Talent Milestones below:**

- \*\*Discussion took place on “middle college” concept. Mott College is good example. Discussions are taking place in community – Kevin Oxley, Bill Rayl, JCC
- \*\*How does Board Committee – Skill Standards and Assessment Committee – fit here?
- \*\*Need to add the Regional Business Fellowship into the Manual group. Idea of video showing experiences within classrooms (i.e., 4<sup>th</sup> graders doing a “Just in Time” experience)
- \*\*Additional data will be coming on the Skills Information Model and the 21<sup>st</sup> Century Scholarship Program will be drawn into the NWLB (No Worker Left Behind) Initiative
- \*\*Several areas that are Best Practices

**Table 6: Communications Milestones**

Staff Champion: Sarah Hartzler

Plan Component	Major Milestones	Progress
1. Reexamine employer contact across network <i>Patrice Hudson</i>	<ul style="list-style-type: none"> <li>■ Hold bimonthly Business Solutions meetings to communicate and coordinate employer outreach activities across the region</li> <li>■ Participate in regional employer networking opportunities</li> </ul>	<ul style="list-style-type: none"> <li>■ Meetings are taking place every other Wednesday at 10 a.m. in the Jackson Service Center. A wide variety of regional partners join in this meeting to discuss and update in regards to employer outreach activities.</li> <li>■ The Business Solutions Officer, Business Solutions Managers, and Community Relations Officer all involve themselves in employer networking opportunities across the region. Including attending events and arranging one-on-one meetings. Also take every opportunity of sharing information between partners as events are promoted through email and in partner meetings - ongoing</li> </ul>
2. Balance employer knowledge of system <i>Patrice Hudson</i> <i>Jim Lautenschleger</i> <i>JAMA</i>	<ul style="list-style-type: none"> <li>■ Establish educational manuals on services available to employers</li> <li>■ Establish informational meetings with employers across the region</li> <li>■ Directly target employer education of the system through radio, television, and quarterly newsletter</li> </ul>	<ul style="list-style-type: none"> <li>■ Four education manuals have been created. Areas covered include: MOC-1, JAMA, Rapid Response, and Success Skills.</li> <li>■ Business Solutions Managers in each county are meeting with employers on a regular basis and bring their report to the bi-monthly Business Solutions meetings.</li> <li>■ Radio and television ads have centered around MOC-1 and how employers can use this as a resource. The Employment Update Newsletter continues to focus articles on topics pertinent to employers in the region. We are expanding to allow employers to advertise in the newsletter beginning in 2008.</li> <li>■ Annual Legislative Breakfast is done by SCMW – community invited, Partners, business and legislators.</li> <li>■ <b>Bi-weekly e-newsletter is sent focusing on two employer focused articles related to workforce development have been published, one each on JobFit and the tools that are available in our system. Incumbent Worker Training more articles to follow.</b></li> </ul>
3. Lifelong learning outreach to public <i>Patrice Hudson</i> <i>Bill Rayl</i> <i>Kevin Oxley</i> <i>Linda Brian</i> <i>Pam Gosla</i>	<ul style="list-style-type: none"> <li>■ Creation of information material for the Success Skills Credential</li> <li>■ Collaboration with local colleges, universities, and skilled trade schools to promote lifelong learning options</li> </ul>	<ul style="list-style-type: none"> <li>■ Currently working with the Department of Corrections in an effort to implement the Success Skills Credential into the programs offered to offenders while they are incarcerated.</li> <li>■ Pam G. is actively working with secondary education on Wacker University. Pam is also meeting with the State Adult Ed. Director to create some innovative programs and ideas surrounding adult education.</li> <li>■ Strategy for addressing this has been drafted, looking for input from Skill Standards and Assessment Committee as well as the Regional Skill Connection (EAG).</li> <li>■ <b>One page strategy plan has been approved. Will be moving forward in 2008/2009</b></li> </ul>

\*\*UP Best Practices: utilizing Partners in community for different venues of communications (and talk of the 21<sup>st</sup> Century initiative as well as others items), E-newsletter to Partners to keep them updated on what is happening, use Chamber partners, Annual Economic Summit

\*\*North West Region: packaged their strategic plan in a way to use “it” as the talking piece when communicating the plan to the communities

\*\*Add an insert to the State of the Workforce next year to communicate the intent and progress of the initiative to the community