



## Economic & Workforce Development Meeting Minutes July 6, 2017 8:30am – 10:00am

### **Attendees:**

Andrea Kitomary (Bethany), Betty Beth Johns (UCOM), Chad Patton (WM Literacy Center), Cherie Elahl (NK Connect), Dale Dieleman (Comp Renew), Daniel VanderMolen (Goodwill), Jeremy Deroo (LINC), Laurie Craft (GR Foundation), Lisa Derr (GR Urban League), Lynda Sweigart (Hope Network), Marcia Osborne (Jubilee), Michelle Bryk (GRWRC), Robert McKown (United Way), Shandra Steininger (HGGR), Wende Randall (ENTF), Jennifer Summers (Literacy Center of WM), Sue Dobbs (Goodwill), Sasha Gale (Goodwill), Ana Moore (Goodwill), Neil Carlson (Calvin), Elliott Church (Kreis Enderle), Montel Pierre (LINC UP), Reuben Ndjerareou (African Collaborative Network), Comfort Sampong (Calvin College for Social Research), Joanna Bascom (Calvin College for Social Research), Debbie Nelson (Goodwill), Bree Butler (ENTF), Danielle Veldman

### **I. Welcome/Introductions & Questions**

Name, organization, role, and question: what is one of your favorite ways to spend a Summer day in Kent County?

### **II. Steering Committee Discussion: Wende Randall**

As part of building a three-year plan a Steering Team will be formed. The Steering Team will be comprised of up to seven seats representing the array of interests within the Economic & Workforce Development subcommittee and must at minimum, represent organizations and projects serving people seeking employment or advancement leading to sustaining-level wages and economic stability.

This Steering Team will be for the Economic and Workforce Development Subcommittee only, not any other part of the ENTF. Currently the co-chairs of each subcommittee meet quarterly to ensure communication between subcommittees, even after a Steering Team is created this will continue.

There will be future discussion regarding if the Steering Team member would represent the organization or if they changed organizations would they still be able to serve on the Steering Team.

For nominations, forms will be handed out and individuals will be able to nominate themselves or another. The Economic and Workforce Development Subcommittee should be conscious of the balance of organizations within the Steering Team members.

The Steering Team would meet monthly with the Economic and Workforce Development Subcommittee continuing to meet monthly.

Developing a Steering Team will be approved or disapproved by the Economic & Workforce Development Subcommittee during the next meeting.

### **III. Action Team Progress: Group**

a. Navigator Work Group: Currently working on creating a curriculum for training navigators in the future.

b. Communications Resources and Services Update: 211 is going to push their system update from November until the beginning of 2018. 211 is working with someone to make their information as close to real time as possible.

Group Utilization Guide is to make sure each subcommittee is utilizing 211 efficiently, this guide will be put off until the new 211 system in place so that it is not written twice.



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- c. Communicating System Resources: Due to the Holiday, they were unable to meet. Nothing new to report. They will continue to focus on using whatever tools are available and making everything real time.
- d. Equity: In June, there was a discussion about how the Equity group is here to support the other action teams and aid with disparities. The goal is for the Workforce Development system to understand where disparities exist and help with developing strategies to ensure that gaps are closed. The way the Equity Group is structured is that they meet monthly and each member is the point of contact for an action team.
- e. External Systems: Nothing new to report.

#### **IV. Community Rebuilders Rapid-Rehousing & Employment Pilot Project: Jeffrey King**

Community Rebuilders is a non-profit housing agency that has been working for 25 years in Kent County. Community Rebuilders is currently having conversations with housing developers and local agencies about the potential for creating a model within the Kent County community that has been successful in larger cities. It would be a collaborative model that works to connect people with services through The Salvation Army, who will pair individuals with both housing and employment services. For this to be successful, they need to blend models of housing first, employment first, and retention resources. The Salvation Army, Community Rebuilders, and ICCF are the main partners working this model. There are currently 75 employment first opportunities lined up for 75 Rapid Re-housing households. Each job must have at least one promotional move within the career. This will be a 2-year pilot program to measure success. The start date is being planned for September 1<sup>st</sup>. With the housing first model the goal is to find housing for individuals within 21 days or less then have them immediately connected with employment and retention opportunities. The Economic and Workforce Development action teams may be helpful in developing this program. Navigator Work Group has discussed taking referrals. For access to homeless services in Kent County, 211 is still the first step, from there they would go through centralized intake and if deemed eligible for Rapid Rehousing, they will be invited to take part in the pilot. The system will operate very similar to the current Community Rebuilders housing system. Employment opportunities offered through this program will be throughout Kent County and not be focused to one small area. Community Rebuilders is required to track if people are getting stable hours, livable wages, when they've entered and left housing services, and for how long housing services were provided. Community Rebuilders will also look at what past training has been helpful.

#### **V. Workforce Development Data Sharing Agreement Draft: Neil Carlson & Elliot Church**

Calvin College is under contract by the ENTF to be the data processor. There will be language within the agreement between the fiduciary and the data processor to conform to best practices and industry standards. This includes following security guidelines and these will be applied to anyone handling the data. Under agreement details, data security, it details that each organization decides for themselves how strongly they need to anonymize their data before releasing it. This Data Sharing agreement is for aggregate knowledge, they don't need to know identifying data, therefore the organizations will set the level of personal data given.

If you have any technical concerns, Calvin College is happy to provide tools to achieve the level of



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anonymity that is desired. Calvin College would like to have the first data pull run in the first quarter of next year. IPS is also happy to help with any questions or reservations. This data analysis is only for organizations.

Please note that the next steps will be moving quickly, so now would be the time for organizations who plan to license data to ENTF have the legal conversations with their counsel and update their data employees.

**VI. Announcements**

During the August meeting, DeDe Esque will be introduced, she will be covering for Danielle Veldman while she is away.

**VII. Adjourn**