



Economic & Workforce Development Meeting Minutes August 3, 2017 8:30am – 10:00am

Attendees:

Angela Hodges (DAKC), Betty Beth Johns (UCOM), Chad Patton (Literacy Center of W MI), Dale Dieleman, Danielle Veldman (IPS), Daniel VanderMolen (Goodwill), Jacob Maas (ACSET), Jamon Alexander (WMCAT), Jeremy DeRoo (LINCUP), Jessica White-Hatinger (Michigan Works), Lisa M Derr (GR Urban Leae), Lynda Sweigart (Hope Network), Michelle Bryk (GRWRC), Robert Mckown (United Way), Shavon Doyle-Holton (IPS), Tracie Coffman (WKKF), Wende Randall (ENTF), Trenessa Allen (GR Housing), Jennifer Summers (Literacy Center of W MI), Sasha Gale (Goodwill), Debbie Nelson (Goodwill), Sue Dobbs (GoodWill), Joanna Bascom (CSR), Bree Butler (ENTF)

I. Welcome Introduction & Question

- a. Share your Name, organization and state what your favorite genre of music to accompany your summer activities is.

II. Data Sharing Agreement and Pilot Update: Neil

United Way is the Fiduciary and the organizations are the members. One of these members is the data processor. Every member/organization must have a separate agreement with the data processor. This enables the organizations to set their own privacy and anonymity level thereby protecting their client information to the level it needs to be protected. The fiduciary (United Way) will then obligate the data processor to comply with those settings. The exact working can be found under section 6 in the Framework Addendum attached to the Sharing Agreement. It is important to note that the data belongs to the organizations, but by signing the Sharing Agreement, the Fiduciary (ENTF/UW) has a license to that data for life. It is set up this way to protect the Fiduciary from an organization suddenly pulling their data and causing damage and loss of data integrity. If any problems arise, there can be conflict resolution in the future working personally with ENTF/United Way, although it is somewhat impossible to remove a statement, report, or data that has been released to the public. Section 2: "Data Security" is important because this means the organization can control how much data is shared. That way pulling the data back after it's been released isn't as much of a concern since the goal is that the organization hasn't shared anything private initially. In terms of a court situation, the judge will consider the Agreement Details not other statements. Shavon and Danielle from IPS will be getting some tools and talking points out to the committee regarding the Sharing Agreement.

Changes that have been made include: In section 3 on page 2, language previously only obligated members. The language has been changed to obligate the fiduciary and data processor as well. Section 6 on page 5, bullet point "c" is has been newly added. The form that had "Client Name" as a field is no longer used, it was taken out so that there was no expectation of filling it out and giving away anonymity. It can only be found on the Trello board as a model.

The desired timeline is to get signatures in time for the September Economic & Workforce Development meeting. If there are any additional concerns, everyone is encouraged to reach out to Neil, Danielle, or Shavon.

III. Action Team Updates

Action Teams are encouraged to use these monthly meetings as an opportunity for collaboration.

The Navigator Team: Created a subcommittee about navigator training topics. Some ideas were discussed that covered what agenda items can be accomplished, and what items would be ideal to work



Economic & Workforce Development Meeting Minutes August 3, 2017 8:30am – 10:00am

on but are simply too expensive at this time. The team, as a whole, will be looking at those findings and they will start deciding how these new goals are going to be accomplished. They would like to bring an outline and steps moving forward to the committee in the next few months. Finding the time to bring everyone together and complete work is the biggest challenge for this group.

Addressing Economic Stability Action Team: Recently created and completed a binder based on local research that includes notes and thoughts. The goal to accomplish next month is for the team to attend all action meetings and begin sharing the equity tools from K connect. They know they are not experts but hope that through the monthly updates and meetings with action teams they are able to help. They currently plan on hitting their one-year action plan goal. One current challenge is that this group would benefit from more members, if interested please reach out to Jessica or Danielle.

Communicating System Resources Action Team:

Were unable to coordinate an in person meeting due to difficult summer schedules but all members have been in communication via phone and email. They want to focus on the 211 system and plan on communicating with Shavon in the future. Going forward the goal for this group is to meet twice monthly. They will be passing a survey around to ask what services other than 211 are utilized. They are also planning on getting an interactive calendar up and running. ENTf is planning on starting one up soon as well. An interactive calendar would be a valuable resource for one-time events. One challenge for this group is the need for more members.

Engaging External Systems Action Team:

This team held a meeting 2 months ago, with the next meeting scheduled for August 8th. This group is currently working on building consistency. They were able to collaborate with Jeffrey King recently and spoke with Deanna Rolffs regarding PSH. They met with Mobile GR to talk about transportation and Mobile GR will be presenting in September to the whole Economic & Workforce Development Committee. They will be learning about the Local First project tomorrow and they are on track to meet their year one goals.

Measuring Systems Success Action Team:

Group has shared the data agreement. They would like to finish the agreement and get it signed by September. This group would benefit from meeting regularly and could use additional members.

IV. Collaborative Failure Exercise: Shavon

Collaborating can be extremely difficult in today's work culture while trying to achieve goals. Looking at failure in this area can provide an opportunity to learn. The three-year action plan means communication is currently very important.

The committee worked on the following group exercise:

Question #1 What elements would ensure out failure in achieving out "objectives"?

Question #2 Which of these elements do you currently see in place in our work so far?

Question #3 What is one positive behavior that would address that element?

Provide a one sentence description of how that behavior would be demonstrated in this work.

This discussion will continue during the next meeting with the goal being to help improve communication. This will provide a baseline of behaviors they would like to exercise and be emulated.

V. Adjourn

This is Danielle's last meeting for a few months. Until her return, DeDe will be filling in during her absence.