City of Hart, Michigan
CITY COUNCIL AGENDA
October 24, 2023, 7:30 PM
407 State St. – Council Chamber
NOTICE OF PUBLIC MEETING
REGULAR COUNCIL MEETING

1. Call to Order
2. Roll Call – Adams, Burillo, Evans, Hodges, Klotz, Trygstad, Platt
3. Pledge of Allegiance
4. Approval of Agenda
5. Public Comments – **Public comment on any matter other than a scheduled public hearing. We ask that you please limit your comments to 3 minutes.**
    a. Correspondence, Events, Presentations
        i. Oceana County Workforce Development Study
6. Consent Agenda:
    a. Approval of Minutes from October 10, 2023 Council meeting.
    b. Bills, Claims, Payroll
    c. Reports of Boards, Commissions, and Committees
    d. Department Reports – Police/BioPure/Public Works/Energy/♥C&E Dvlp.
7. Action Items
    a. Resolution 2023-44 Accept competitive quotes for Hart Police Department replacement computers and authorize purchase
    b. Resolution 2023-45 Approve Formation of Hart Parks and Recreation Department
8. Discussion Items
    a. Congregational United Church
    b. Council Retreat 2024
    c. Robert's Rules of Order
9. City Manager Report
10. Communications from the Mayor and Council (Including board and committee updates.)
11. Closed Session
    a. 15.268 (h) To consider material exempt from discussion or disclosure by state or federal statute – review attorney/client privileged written legal opinion
12. Adjournment –

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April 20, 2023

Oceana County Workforce Development

Results and Recommendations from Interviews, Surveys, and Inventory

datawise

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Background

Oceana County received a grant from the United States Department of Commerce Economic Development Administration to conduct a workforce development study. Oceana County is rural, with a population of approximately 26,000-27,000 people. The largest industries in Oceana County include agriculture, food processing, and tourism.

Oceana County is located along the Lake Michigan shoreline. Surrounding counties include Mason, Lake, Newaygo, and Muskegon. The nearest community colleges are Muskegon Community College and West Shore Community College. At present, no post-secondary training programs are available in Oceana County.

According to the project's RFP, the study should address:

1. Workforce Development
    a. Needs assessment for post-secondary training program(s) based on employer and resident input
    b. Barriers to workforce participation and training in Oceana County
    c. Current training opportunities within Oceana County and neighboring communities
    d. Viability of and demand for Oceana County based training program(s)
2. Training Center
    a. Viability of and demand for a physical training center in Oceana County
3. Economic Diversification
    a. Limitations to diversification
    b. Target industries; emerging and complimentary
4. Action Plan
    a. Facilitated meeting with Oceana County stakeholders to develop consensus for action based upon findings of the workforce development, training center, and economic diversification components.

Oceana County selected Jeffrey Donohoe Associates as the prime contractor. Jeff Donohoe sub-contracted DataWise Consulting to lead three data gathering activities focused on gathering information relevant to parts 1 and 2 of the RFP. Specifically, DataWise conducted 20 individual and 3 group **Interviews**, a county-wide resident **Survey**, and compiled an **Inventory of Existing Training Opportunities** available to Oceana County residents.

Interviews

Method

The project included a plan to interview 15-20 individuals representing employers, education institutions, workforce development agencies, and other key stakeholders in Oceana County. Members of the steering committee created a list of potential interviewees and then rated each potential interviewee as low, medium, or high priority for an interview. DataWise selected potential interviewees who represented a variety of sectors and were rated as high or medium priority. Whenever possible, a member of the steering committee sent an email to the potential interviewee. The email introduced the project and explained DataWise's role. DataWise followed up to schedule an interview.

DataWise completed 20 individual interviews with people from the following sectors/groups:

- Employers (agriculture, food processing, and healthcare)
- K-12 education
- Community colleges in nearby counties
- Workforce development agencies
- Individuals working in skilled trades
- A representative of Mott Community College about their Mobile Learning Lab

Interviewees had the option to participate in an in-person or virtual interview. Most interviews lasted 45-60 minutes. People who participated in an individual interview received a $100 gift card in appreciation of their participation.

In addition to the 20 individual interviews, DataWise completed three group interviews. A group interview with Oceana College Access Network was conducted virtually. Group interviews with the HR Network and the Youth Advisory Council were conducted in person. The group interviews provided additional input from people involved in helping people pursue higher education, hiring and maintaining a workforce, and high school students.

The interview questions are listed in **Appendix A**. The questions were adapted for each interview to focus on questions relevant to the interviewee's sector, role, and experience.

Results

Included below are overall themes that arose from the individual and group interviews. Themes are divided into three areas: Most needed skills among the Oceana County workforce; barriers to employment and job training opportunities; and perspectives unique to educators, employers, high school students, and those who have implemented new workforce training options elsewhere in Michigan.

Most needed skills

Soft skills

Interviewees differed on what technical skills and experiences they believed were most needed in the Oceana County workforce. Many interviewees felt that the sector they worked in was the most in need of labor. However, many interviewees described similar soft skills that would help an employee succeed. An employee with the soft skills of reliability, initiative, and problem-solving could learn the hard skills needed for a variety of positions.

First and foremost is reliability. Employers need to know that a worker will show up when they are expected to and that they will stay in the position long enough to learn the job. Once employees learn the job, most employers see better retention. Another important soft skill is initiative. Many employers described a thorough training procedure for onboarding new employees, but this onboarding does not and cannot cover everything employees need to be successful. Employees who take the initiative to ask questions and seek help typically succeed. Yet this skill is lacking in many employees. Additionally, employees need to be able to problem solve their way through issues that come up. Many employers reported a lack of problem-solving ability in many of their current or prospective employees.

Educators shared that they see some of these same issues in their students. Furthermore, they try to foster these soft skills in their schools. Many educators reported a lack of consistent attendance among their students, which hinders success. Educators strive to teach students to solve problems, but this skill is not easy to master or to translate to a workplace that students are entering. Educators reported that many of their students have a lack of confidence or desire to be improve themselves, saying that it seems like some students were resigned to living at home and working at the local Dollar Store, or being unemployed and playing video games. Other educators are trying to capitalize on student interest in technology by leaning into it. One school reported great enthusiasm by students surrounding the robotics program, which allows students to build their own robots and participate in competitions. It is activities like this where students can build a lot of problem-solving skills. Overall, employers and educators shared that they are doing their best to improve the skills of Oceana County workers and students, but it requires a desire from individuals to be better as well.

Specific job skills and trainings

Although interviewees had differing perspectives on which job trainings would be most valuable to offer in Oceana County, the following trainings and programs were suggested by multiple interviewees:

- Basic Computer / Digital Literacy Skills
- Certified Nurse Aide (CNA) Certificate
- Commercial Driver's License (CDL) training
- Certificate in Information Technology Essentials
- Automotive Technician Certificate

- Welding Certificate
- Heating, Ventilation, and Air Conditioning/Refrigeration Technology Certificate
- Agriculture Technician Certificate
- Industrial Maintenance Certificate
- Child Development Associate Certificate
- Plumbing and Pipefitting Certificate
- Electrical Technology Certificate
- Associate's Degree in Law Enforcement
- Associate's Degree in Early Childhood Education

Obstacles

All interviewees easily named many obstacles to employment and workforce development for people in Oceana County. Educators and employers agreed on the barriers that Oceana County residents face. When applicable, ideas to overcome a barrier are shared in conjunction with the barrier itself.

Awareness

Across the board, interviewees reported that residents of the county lack awareness of jobs, job training, and career opportunities. Currently, most opportunities are shared via word of mouth. There is no central billboard, website, or information center where residents can learn about all available jobs and job training. Interviewees suggested displaying information in places that *all* residents use, such as physicians' offices, grocery stores, and libraries.

Transportation

There are no higher education institutions—such as community colleges or trade schools—in Oceana County. To pursue education beyond high school, residents must drive to Muskegon, Mason, or Newaygo County. While this is doable for some residents, others lack reliable transportation. Even among those with a reliable vehicle, the cost of gas and car maintenance can be prohibitive to accessing education in neighboring counties. Interviewees discussed strengthening current or developing new transportation programs from high schools to community college or tech centers. They also mentioned using empty school buildings (such as those in Shelby School District) to create a "satellite" space in which multiple programs can conduct training.

Internet access

As with many rural counties across the country, a lack of broadband internet access limits employment and educational opportunity. People cannot work remotely in many parts of Oceana County, as the internet is not fast or reliable enough. Despite many opportunities for remote education, residents are unable to participate without a strong internet connection. Interviewees suggested expanding centralized access to computers and fast internet in county population centers. This expansion—paired with communication to increase awareness that

public computer and internet access exist—would allow for individuals to learn about jobs and job trainings and to access remote educational opportunities.

Childcare

A prevailing issue across America, childcare in Oceana County is predictably a major barrier to workforce development. Finding a childcare center or provider with availability is nearly impossible; waitlists can be years long. If there is an opening, the cost is a non-starter for all but more affluent families. Especially for residents who are seeking to gain qualifications and find a well-paying job, the cost of childcare makes the pursuit "not worth it." Ideas to overcome the issue of childcare were not plentiful. The most promising option seemed to be *employer-provided childcare*. Employers who can provide a childcare center eliminate one of the biggest barriers to employment and workforce development.

Housing

Housing poses a unique challenge. First, the housing supply is, in general, lacking in Oceana County. Specifically, interviewees noted zoning rules and a lack of "small" houses as an issue. Older people who seek to downsize are unable to do so due to the lack of small houses. Furthermore, younger families that need more space are unable to buy the homes currently occupied by aging individuals. This creates a cycle of no age group getting the housing they need. Second, housing prices are out of the price range for many individuals—especially renters. For people seeking employment or better training, high housing costs add to the intricate web of barriers. When most of one's budget goes to housing, money cannot go toward transportation. The issues compound upon each other, creating an entanglement of issues that each add complexity to residents' lives. Like childcare, the best solution interviewees had is employer-sponsored housing. Affordable housing provided by employers eliminates a major barrier to educational advancement. Employers that cannot provide housing can advocate for changing zoning rules to allow for new, affordable housing development.

Communication

Interviewees stated that communication needs to improve. For example, those who organized EMS training sought to partner with fire stations and schools to advertise the training; that communication does not happen despite an ask. Opportunities can be shared with schools and relevant organizations to encourage students and employees to take advantage of opportunities that already exist. Interviewees were especially likely to discuss how communication between education institutions and employers needs to improve. The perception of most interviewees is that communication between the two is nonexistent, except for a few larger employers sharing opportunities with school districts. The primary indicator of this problem is the asymmetrical view of what schools are doing to encourage students to find a career in the county. Employers do not believe schools are doing enough to push students into the trades locally; schools believe they encourage students to explore these career paths. An idea many interviewees found intriguing is to nominate someone to be a liaison between schools and employers. A well-connected, well-respected community member that can serve as a broker between the two

parties would encourage more collaboration and greater retention of students and young adults in the Oceana County workforce.

Lack of interest

Oceana County is a rural county with a small population. As companies in Oceana County are getting bigger and need more workers, there are not enough people to do these jobs. Many residents do not seem interested in working for many of the companies in the county. The prevailing sectors in the county are agriculture, tourism, and trades such as welding, plumbing, construction, and electrical. This leaves little for residents who are not interested in those fields, especially women. Though women can join those sectors, there tend to be social barriers to doing so. Opportunities for women center around childcare, teaching, and nursing.

Intersections of obstacles

As mentioned earlier, the stacking of obstacles can make it virtually impossible to access workforce development opportunities. A single obstacle—or a few—can be overcome. When many compounding obstacles are present, accessing educational and employment opportunities is very difficult. No program can address all the barriers. Interviewees stressed that the removal of even one of the obstacles can go a long way to making opportunities accessible. If childcare is addressed, money and time can go into fixing a car to access education. If someone finds more affordable housing, the cost of getting a child to childcare so a parent can enroll in an apprenticeship becomes bearable. Solution makers should not be focused on an "all or nothing" approach. Rather, a workforce development opportunity should be measured in its approach to helping potential participants access it; even the removal of one barrier can go a long way to increasing enrollment and accessibility.

Perspectives

Educators

Educators in Oceana County shared the work they have been doing to showcase an array of jobs for high school students and graduates. Each year the schools facilitate workplace visits, internships for school credit, and a large career fair. Interviewees felt these experiences give students a picture of what work opportunities are available in the county. They also reported high attendance for these experiences. One of the largest barriers to filling jobs in the county, as discussed above, is awareness of workforce development programs and job availability. Though educators reported efforts to create more awareness, their scope limits them to high school students. Interviewees expressed a need for this awareness to extend to residents in the county who are in their 20s and 30s, which is typically beyond the scope of the schools.

Another issue educators reported was a lack of communication and participation from employers in the area. Many of the activities, such as career fairs, workplace visits, and school-placed internships require employers to engage with the schools. Educators voiced a desire to have more internships for students at local companies, but companies do not know that.

Facilitating conversations between the two sectors is crucial and should be a focal point in workforce development going forward.

Educators also reported family roles as a barrier to workforce development for their students or young alumni. They recalled many of their students taking on more responsibilities during the pandemic, such as childcare for younger siblings. Though the pandemic has waned, these responsibilities have become the new norm. This has left students and young alumni with little time to pursue workforce development training, which often requires driving outside the county.

Employers

Employers discussed three factors that make it hard to find "quality" employees. First, some employers saw deficiencies among the workforce itself as the chief reason they have a hard time finding employees. They described "workforce development" as needing to teach students and prospective employees' basic soft skills. For example, employees need to learn the importance of showing up on time, communicating effectively, and "working hard." These employers thought that high school educators should double down on teaching soft skills. In fact, they tended to believe that teaching soft skills was more important than providing technical training.

Second, other employers cited a need for educational and technical programs *in* Oceana County. For example, these employers talked about how their primary HVAC worker is in his 60s and about to retire, the mechanic they hire to fix equipment is about to retire, or how they don't see enough opportunities in Oceana County for folks to access trainings. Having to travel outside the county to access training can take talent out of Oceana to surrounding counties. It is also inefficient from a logistical standpoint (cost, driving, time). Employers recognized the need for additional employer-funded training pathways, such as those offered by Peterson Farms. They also discussed the possibility of transforming vacant buildings from school districts into educational centers that can host training *in* Oceana County.

Finally, employers noted the realities of a rural, season-driven county such as Oceana. Youth tend to move away from the county due to a lack of opportunity, often never to return. This lack of opportunity is not solely related to employment and training. Instead, it is also related to recreation opportunities for youth, young adults, and families. On this note, employers considered that perhaps what is needed in the county is not necessarily a workforce development program or a new educational opportunity. Rather, an investment in recreational opportunities (especially in the winter) may go a long way to keeping young adults in the county. In addition, it is difficult to reach individuals aged around 18-26 due to their leaving high school and lack of systems to reach them. It is difficult to communicate opportunities with them. Lack of awareness of opportunities that do exist may contribute to their leaving the area to pursue opportunities elsewhere.

High school students

Three focus groups were conducted with the Oceana County Youth Advisory Council. Students separated themselves into three groups: those who definitely would *not* be living in Oceana County 5 years after graduating high school, those who definitely *would* be living in Oceana

County 5 years after graduating, and those who were unsure. The "definitely leaving" group was clearly the largest of the three.

Despite separating into three different groups, student comments mirrored one another and will not be separated in this report. A major motivator of students leaving the county is the lack of educational opportunity present in the county (*note that most of the students in the Youth Advisory Council planned on attending a four-year college, rather than community college, a trade school, or entering the workforce*). Students aspired to become doctors, lawyers, nurses, engineers, and more. They did not see a route to accomplishing their educational goals without leaving the area.

An additional reason that students felt strongly about leaving is the lack of economic mobility they observe within Oceana County. Many students desire to climb the economic ladder, which is something they see as impossible to do in Oceana County. There are simply not enough jobs available that meet the goals of the students. There can only be so many doctors, lawyers, and so on within a small, rural county. One student interested in cosmetology said they were interested in returning to Oceana to work but said there is "room for only so many salons" within the county, forcing them to look elsewhere.

Students were asked to imagine what could possibly encourage them to stay within the county, even if that meant coming back after attaining a degree. The resounding response to this question was "things to do." Economics and education aside, students feel there is not much to do other than outdoor summer activities. While natural opportunities for recreation is a strength for the county, there is a noticeable lack of other opportunities for a young individual to have fun. Students described that when they go to college in a bigger city that offers more opportunity for fun, it is difficult to see themselves with a desire to move back to Oceana after seeing "what else is out there."

A final theme from student focus groups revolves around exploration and breaking of trends. Students shared that no matter where they grow up, they would want to get out and "see the world." They desire to meet people with different perspectives, experience new things, and define themselves apart from the expectations of people who have known them their whole lives. Students remarked on a general trend they observe among people in Oceana County that they want to avoid: get married young, get a job that does not pay enough, have children, and fight with their spouse about financial issues. They see low-paying jobs as a part of this pattern and desire to find financial security through higher education and thus, a well-paying, secure job.

People who have implemented workforce trainings in other communities

Other communities in Michigan have implemented new workforce development facilities and opportunities in recent years. We sought to learn from the experiences of people who have been involved with these programs. Specifically, we reached out to people at Greater Michigan Construction Academy, Gaylord Center of North Central Michigan College, and the Mobile Learning Lab at Mott Community College. We were able to interview the Assistant Vice President for Workforce and Economic Development at Mott Community College about their

Mobile Learning Lab. Despite several emails and phone calls, we were unable to connect with people at the two other facilities.

The development of the Mobile Learning Lab stemmed from Mott Community College's (MCC) Strategic Plan, which seeks to remove barriers and extend outreach. MCC identified transportation and technology as two major barriers within the community, which led to the decision to develop a Mobile Learning Lab. The Mobile Learning Lab is a 1000 square foot, double expandable vehicle, with one-third of the space developed as a classroom and two-thirds as a manufactured lab.

The interviewee described the Mobile Learning Lab as a "great success!". The demand is high for different audiences, including schools, corporations, and non-profit organizations. For example, they bring the Mobile Learning Lab to various community events, such as parades, and other specific events, such as an expungement fair in the community. They hold STEM exploration days for K-12 schools and other groups, which is "getting people excited about college." In addition, the Mobile Learning Lab has contributed to positive community perceptions of MCC due to its commitment to service. Although the success has been palpable, development of a Mobile Learning Lab should attend to three major considerations: 1) initial funding and operational costs, 2) the development process, 3) ongoing operation and management.

Survey

Method

Survey instrument

The primary goal of the survey was to gather feedback from a broad range of people who live or work in Oceana County about specific job skills training possibilities, barriers to participating in training, and ways to facilitate participation. Lists of training options, barriers, and facilitators were developed from ideas from interviewees and steering committee members. In addition, the survey asked respondents to report on their employment situation and demographic characteristics.

The survey was available online in English and Spanish. The online survey can be viewed here, and an exported view of the survey is in **Appendix B**.

Recruitment and respondents

A list of partner organizations to help with survey distribution was compiled using suggestions from interviewees and steering committee members. 23 organizations were identified, including K-12 schools, adult education providers, workforce development agencies, non-profits, employers, municipalities, and local news organizations in Oceana County.

DataWise emailed a key contact from each organization. The email included background about the project and a request to help distribute and promote the survey via emails, social media posts, or at events. The email also contained email and social media templates in English and Spanish, as well as a QR code that could be shared at events, online, or on printed materials.

The survey was open from March 2 – March 31, 2023. 484 responses were recorded. However, only 277 of these responses were 100% complete. Another 24 responses were more than 50% complete. This report is based on the 301 responses that were more than 50% complete.

Table 1 lists the demographic characteristics of these 301 respondents. 60% of respondents were in their 30s, 40s, or 50s. About two-thirds were female, and about three-quarters were White. Respondents represented a broad range of education levels, income levels, and household sizes.

Table 1 Respondents' demographic characteristics

	N	%
Age		
Under 20	13	4%
20-24	21	7%
25-29	18	6%
30-39	57	19%
40-49	68	23%
50-59	58	19%
60 or older	37	12%
No answer / Prefer not to say	29	10%
Gender		
Female	199	66%
Male	74	25%
No answer / Prefer not to say	28	10%
Race/Ethnicity		
American Indian or Alaska Native	3	1%
Hispanic or Latinx	29	10%
White	228	76%
Multiracial	10	3%
No answer	31	10%
Education Level		
High school diploma/GED	92	31%
2-year college degree	52	17%
4-year college degree	86	29%
Graduate degree	51	17%
No answer	20	7%
Technical or Trade School		
Completed technical or trade school	43	14%
Did not complete technical or trade school	258	86%

	N	%
Household Income		
Less than $30,000	13	4%
$30,000-$39,999	27	9%
$40,000-$49,999	12	4%
$50,000-$74,999	61	20%
$75,000-$99,999	45	15%
$100,000-$149,999	58	19%
$150,000+	22	7%
No answer / Prefer not to say	63	21%
Number of People in Household		
1	15	5%
2	85	28%
3	53	18%
4	60	20%
5	34	11%
6 or more	25	8%
No answer / Prefer not to say	29	10%

Table 2 lists information about respondents' employment and residency. 83% of respondents were currently employed. Of those who were employed, 78% worked in Oceana County and 22% worked outside Oceana County. Just over half of employed respondents said they expect to stay in their current position for more than 5 years; 18% said they expect to leave their current position within 1 year.

Table 2 Respondents' employment and residency

	N	%
Employment Status		
Employed	251	83%
Not employed	45	15%
No answer / Prefer not to say	5	2%

	N	%
Time Expected to Stay in Current Job (if employed)		
6 months or less	15	7%
6 months – 1 year	19	9%
1 – 3 years	32	15%
3 – 5 years	38	17%
More than 5 years	114	52%
Location of Employment (if employed)		
Works in Oceana County	196	78%
Does not work in Oceana County	55	22%
Location of Residence		
Lives in Oceana County	260	86%
Does not live in Oceana County	41	14%

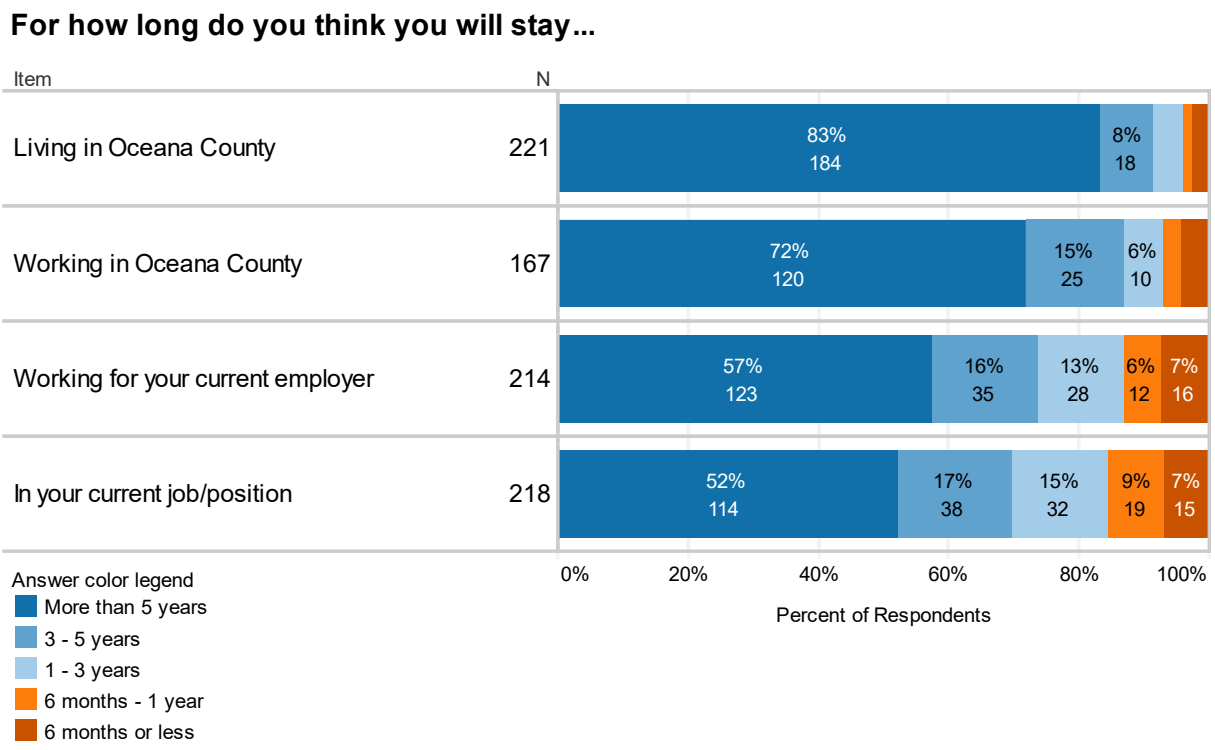
Results

Respondents who left survey questions blank are omitted from figures and percentages on a per-question basis. Although we compared responses to each survey question by several factors (e.g., age, gender, education, income, intent to stay in job), only a few notable differences emerged. These differences are highlighted below. The general consistency across groups suggests that respondents had similar views, regardless of demographic variables. This may make choosing and implementing strategies less complicated in that there may be more consensus.

Intent to stay in job and county

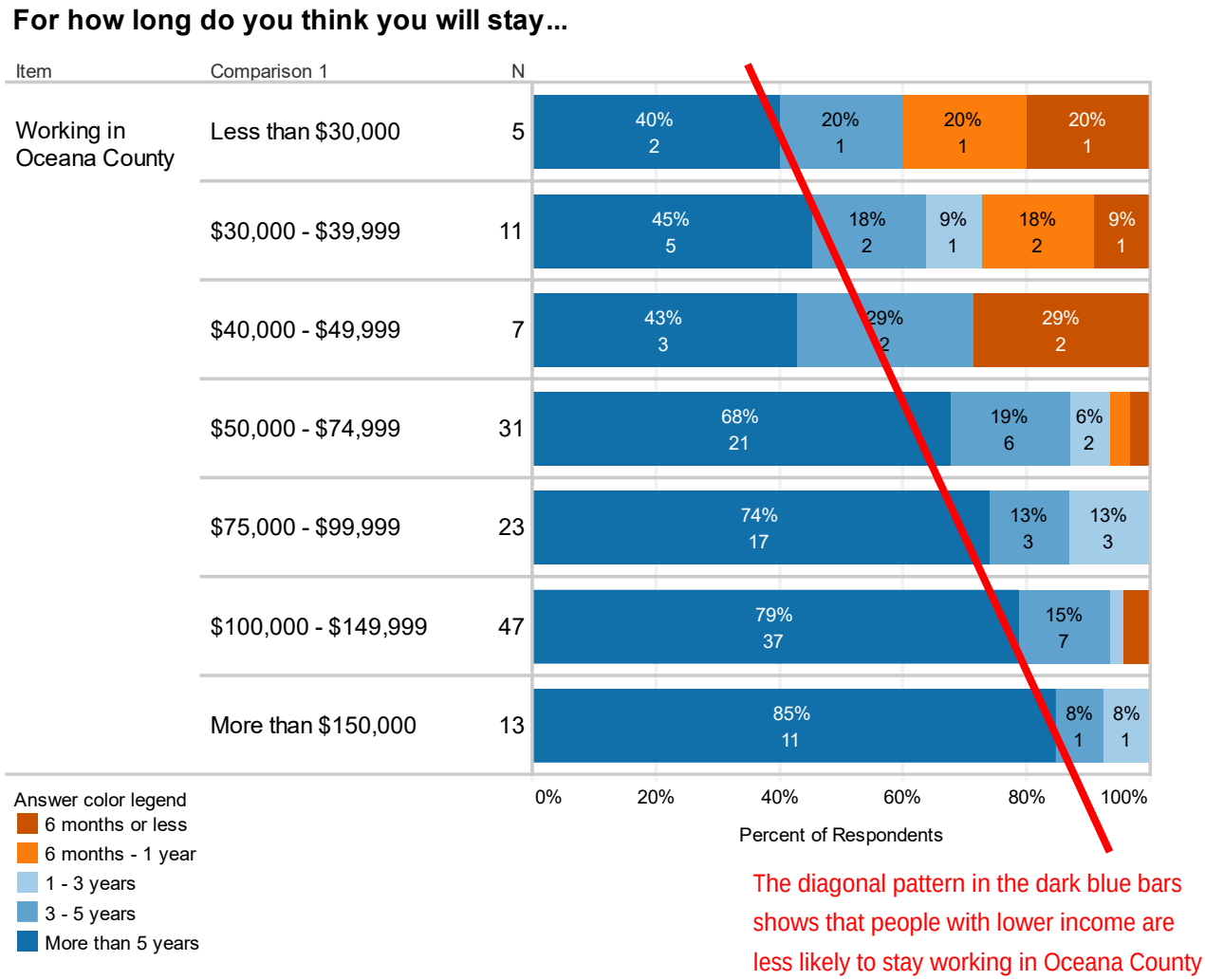
Respondents indicated how long they expect to stay in their current job, with their current employer, working in Oceana County, and living in Oceana County. Each item was presented only to relevant respondents. As shown by the large amount of dark blue in **Figure 1**, most respondents expected to stay in their current working and living situation for more than five years. However, 30% of respondents expected to leave their current job within three years.

Figure 1 Most respondents expect to "stay put" for at least 5 years



Annual household income was related to how long respondents expected to stay in their working and living situation. The diagonal line in **Figure 2** illustrates this finding. Respondents with lower income were least likely to say they expected to stay working in Oceana County for more than five years. The same association of income with intent to stay appeared for intent to stay in current job, with current employer, and living in Oceana County.

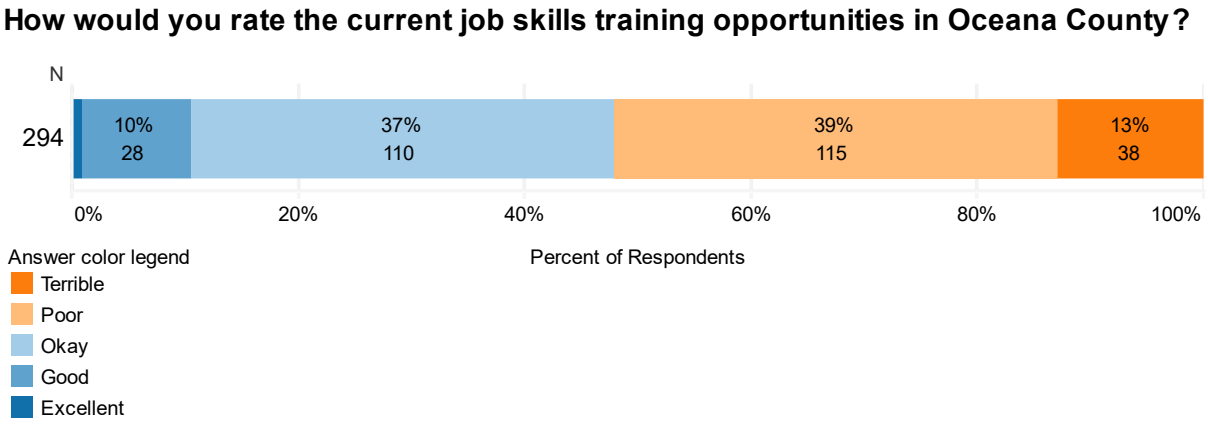
Figure 2 Respondents with lower income are least likely to stay working in Oceana County



Current job skills training opportunities

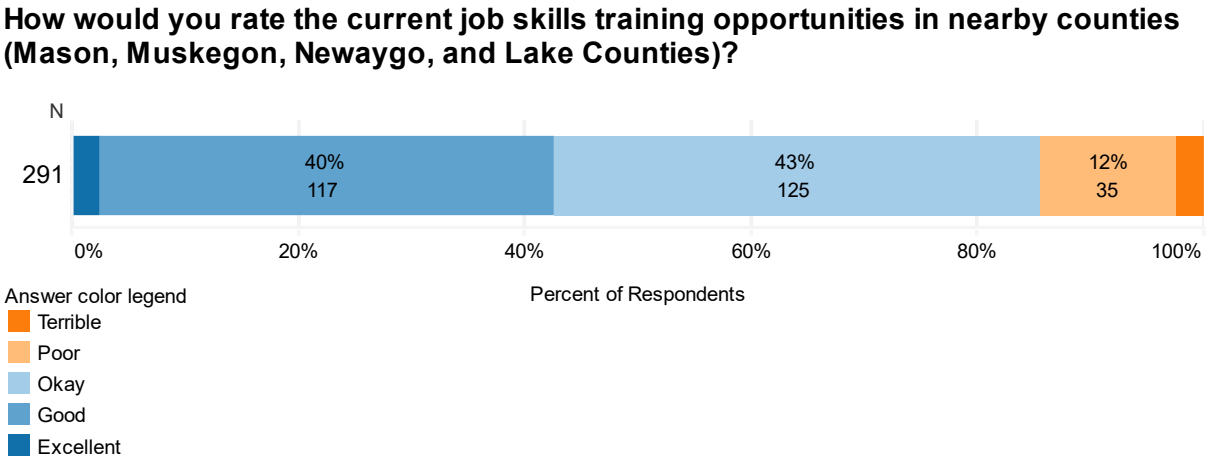
Approximately 50% of respondents rated the current job skills training opportunities *in Oceana County* as either *poor* or *terrible*, with a little over one-third rating as *okay* (see **Figure 3**).

Figure 3 Respondents give poor ratings to current training opportunities in Oceana County



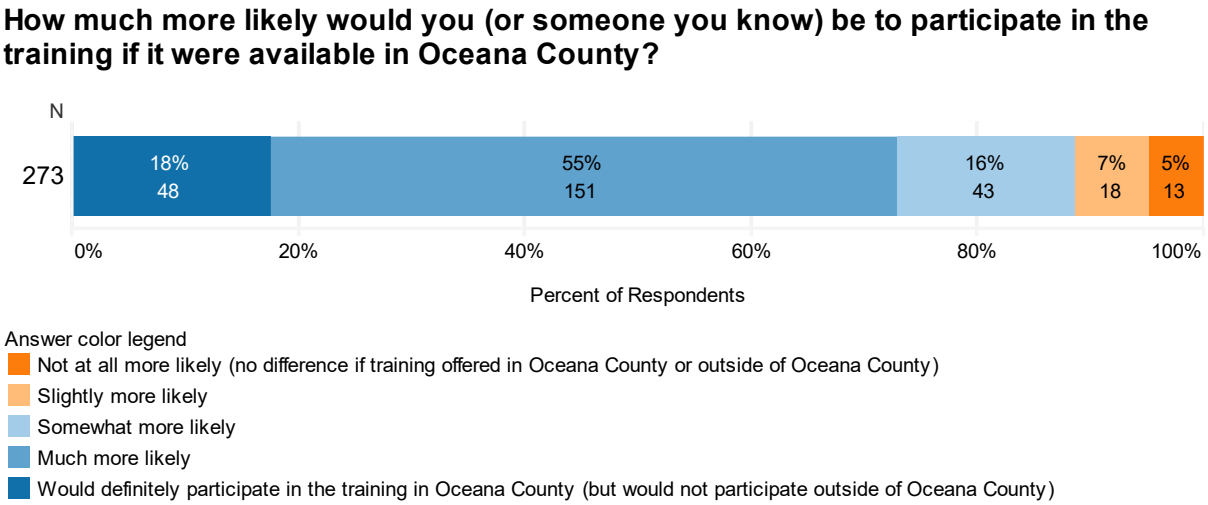
In contrast, less than 20% respondents rated current job skills training opportunities *in nearby counties* as either *poor* or *terrible*, with over 80% rating as *okay*, *good*, or *excellent* (see **Figure 4**). The difference in ratings of job skills training in vs. around Oceana County both reflects the absence of post-secondary education in Oceana County and highlights the need to offer training in Oceana County.

Figure 4 Respondents give better ratings to current training opportunities in nearby counties



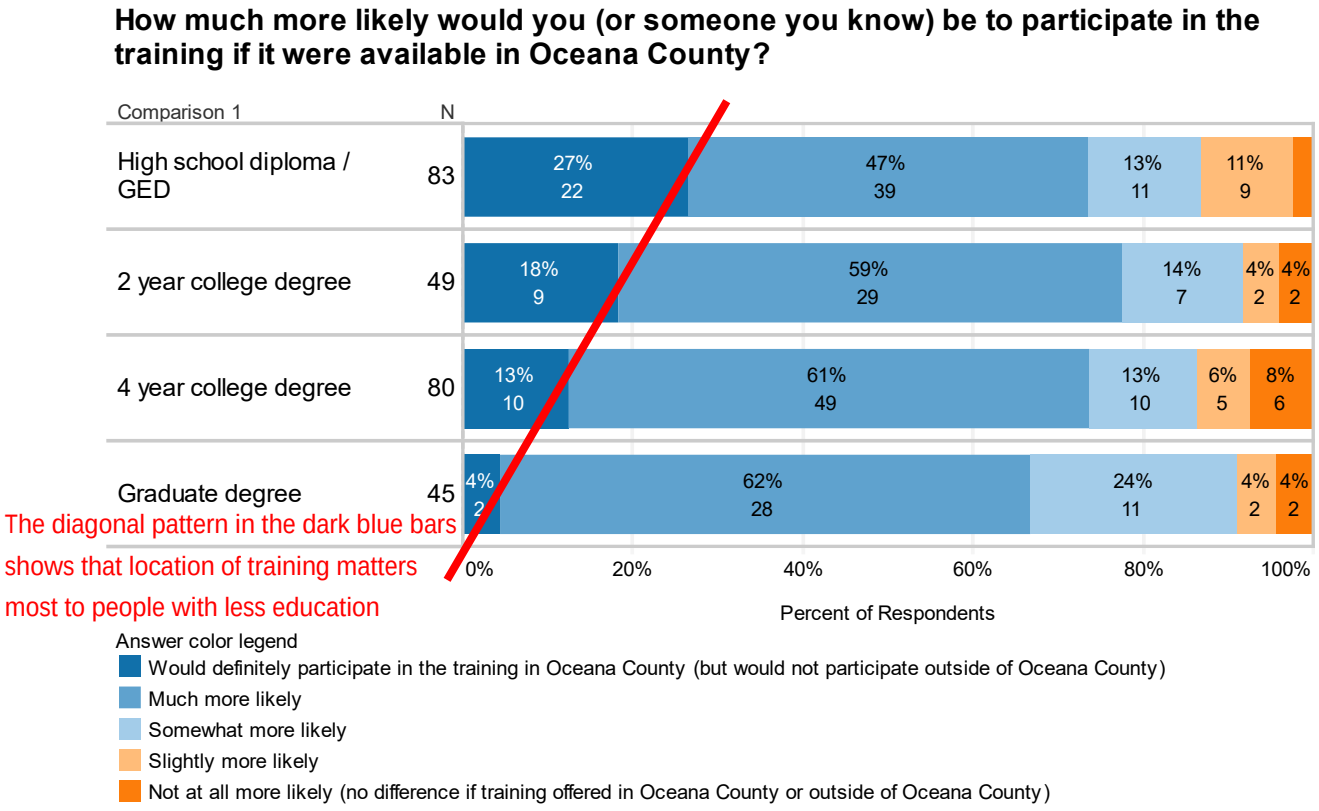
Given that respondents rated job skills training opportunities *outside* Oceana County as better than opportunities *in* Oceana County, are respondents willing to travel to participate in training in Mason, Muskegon, Newaygo, or Lake County? Or would they be more likely to participate if training were offered in Oceana County? As shown in **Figure 5**, only 5% of respondents said that location of training in or outside of Oceana County would make no difference. In contrast, just under 20% of respondents stated that they would *definitely* participate in the training if it were in Oceana County but would *not* participate outside of Oceana County. Another 71% stated that training in Oceana County would make them either somewhat or much more likely to participate.

Figure 5 Participation is much more likely if training offered in Oceana County



An interesting pattern is revealed when comparing responses by respondents' education level. As shown in **Figure 6**, 27% of respondents with a high school diploma or GED said that they or someone they know would definitely participate in training if it was offered in Oceana County—but would not participate in another county. Location of training mattered less to people with more education.

Figure 6 Location of training is especially important for people with less education

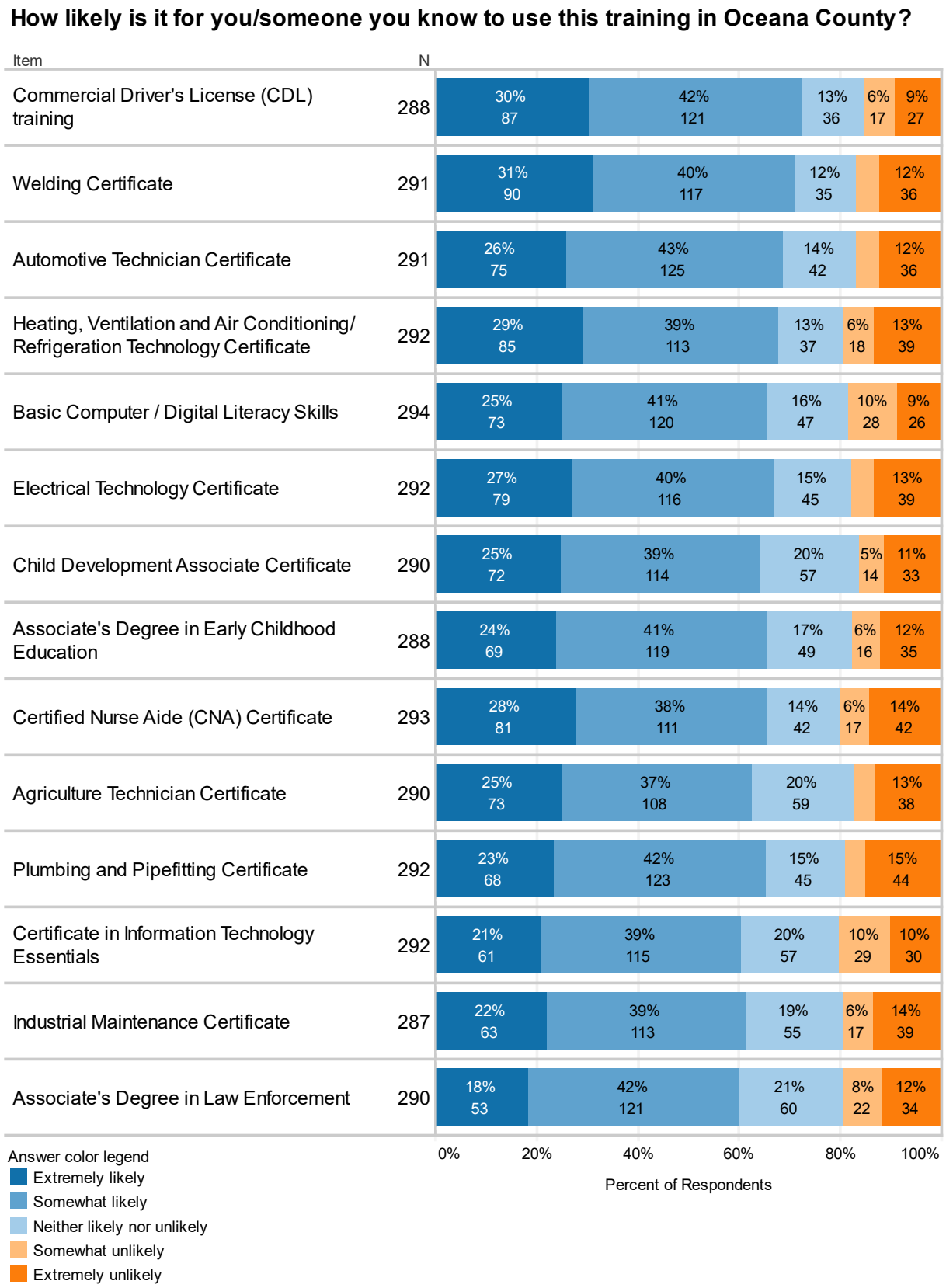


Likelihood of using job skills training in Oceana County

Respondents stated a high likelihood that they or someone they know would use each of 14 job skills trainings if they were offered in Oceana County. Specific trainings are shown in **Figure 7**. They are listed from most strongly endorsed to least strongly endorsed.

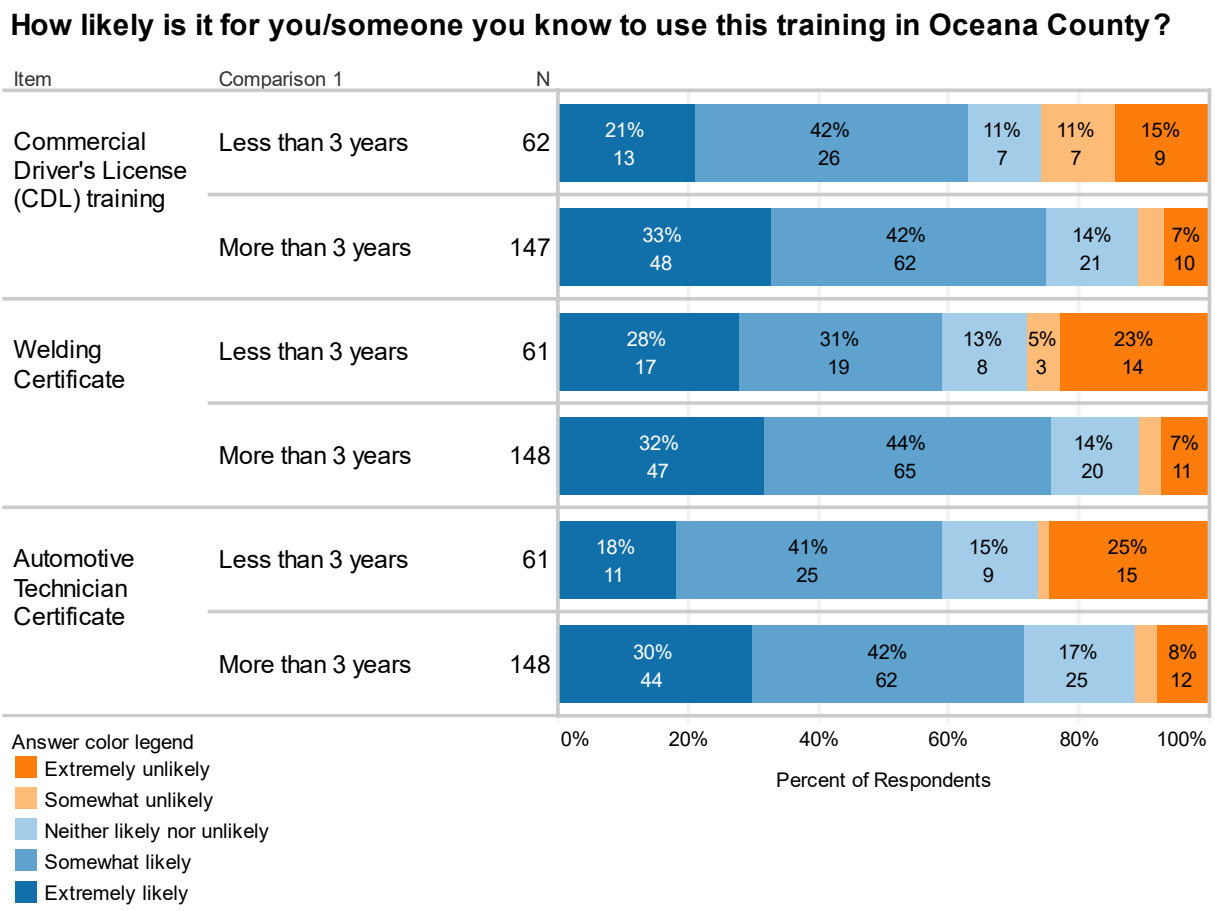
Between 60 and 72 percent of respondents reported that they or someone they know would be *somewhat* or *extremely likely* to participate in each training. The favorable ratings for every one of the 14 trainings may reflect the current "vacuum" of opportunities in the county; people seem interested in any type of training that would help fill this void. Although there was not much difference across the list of training options, Commercial Driver's License (CDL) and Welding Certificate were rated as the most likely for people to use.

Figure 7 Respondents gave favorable ratings to all 14 potential training options



Interestingly, respondents who expected to leave their current job within the next three years reported lower likelihood of participating in all 14 potential trainings. **Figure 8** shows this pattern for the top three training options. The "zipper" pattern of dark blue and dark orange areas shows that people who thought they would leave their job sooner were less likely to say that participation was *extremely likely* and were more likely to say that participation was *extremely unlikely*.

Figure 8 People who expected to leave their job sooner less likely to use training

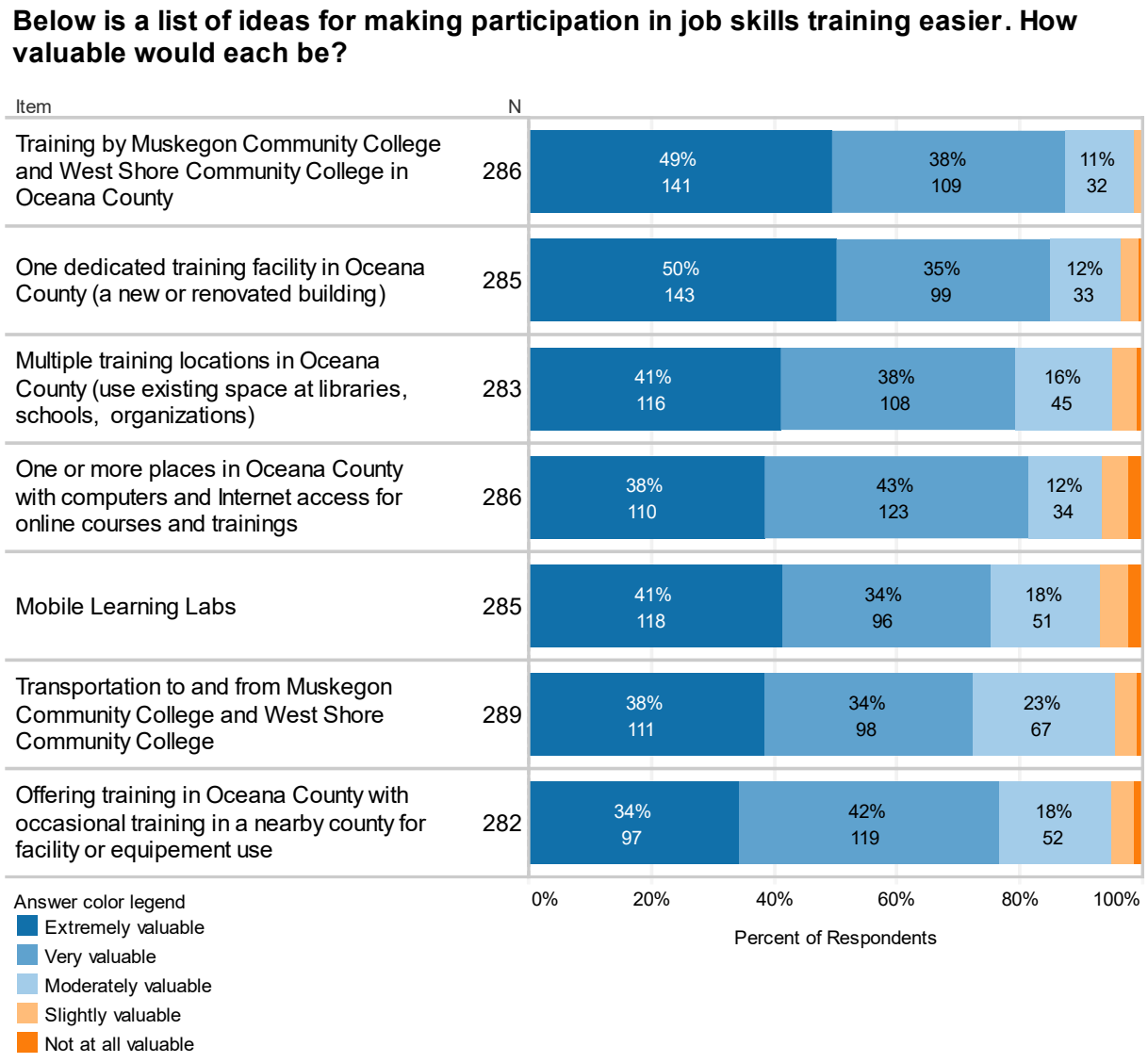


In addition to rating the 14 training options listed in the survey, respondents could list other job skills training that they or someone they know would be interested in. Respondents shared many ideas. Some respondents reiterated options that were listed on the previous question, perhaps trying to emphasize their interest in a particular training. Others offered new ideas. In order of how often they were mentioned, ideas included: accounting/finance/business management, healthcare professions (medical assistant/EMT/first responder), farming/gardening, carpentry/woodworking, plumbing/HVAC, language courses (English/Spanish), technology/computing, entrepreneurship, cosmetology, and machine operating.

Factors that influence job skills training participation

Respondents rated several factors that might make job skills training participation easier. They indicated that "training by Muskegon Community College and West Shore Community College in Oceana County" would be the most valuable. In other words, they saw no need to reinvent the wheel or start from scratch. Instead, bringing nearby resources and opportunities into Oceana County would be a relatively feasible and very valuable way to make job skills training easier for Oceana County residents. Interestingly, all the ideas presented were rated by the majority of respondents as *very* or *extremely valuable*.

Figure 9 Enthusiasm about all 7 ideas to make it easier to participate in training

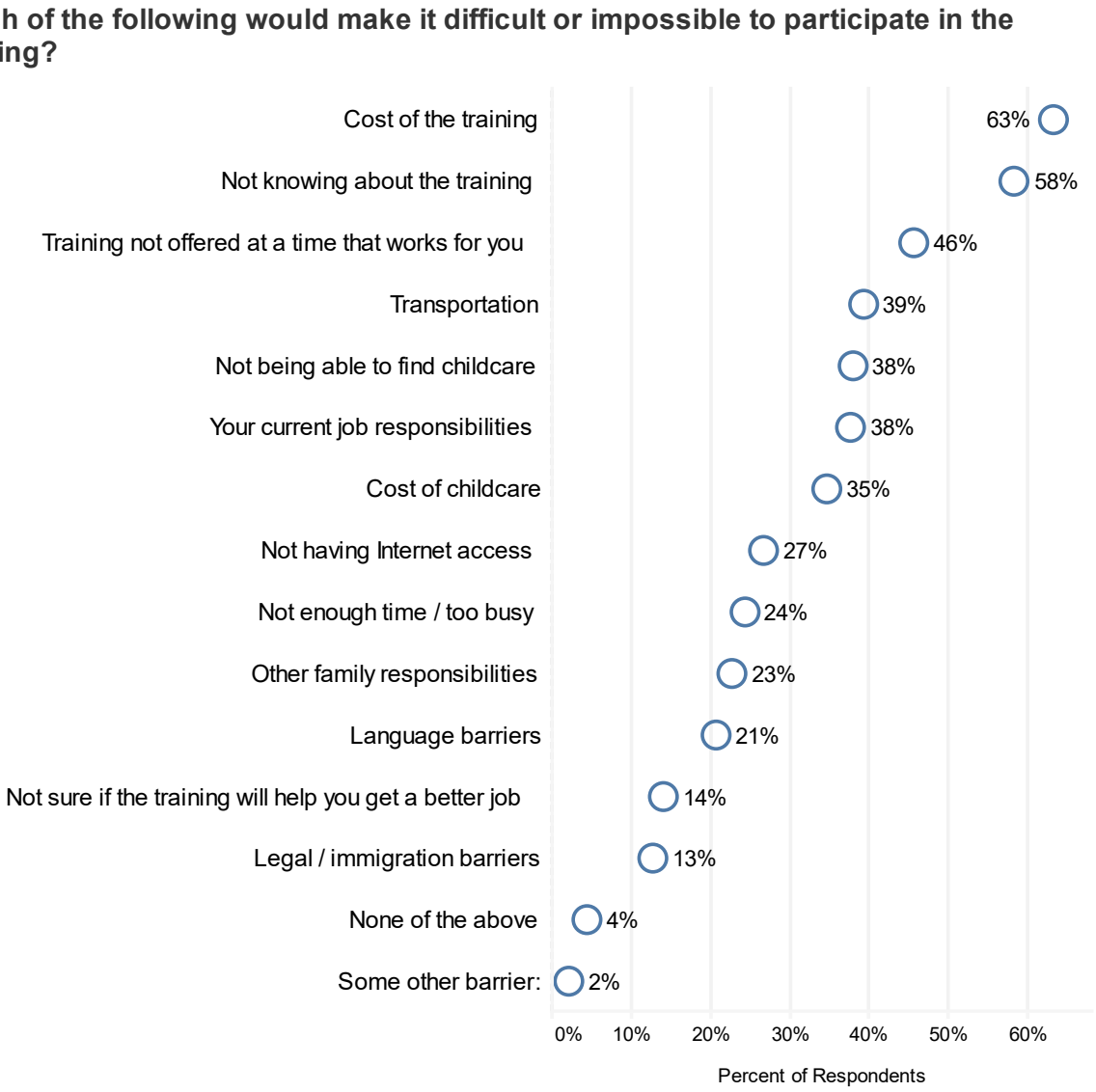


After rating the seven ways to make it easier to participate in job skills training, respondents were invited to share other ideas. Some of the ideas they shared included:

- Providing free/affordable childcare
- Addressing transportation challenges
- Making training free or low cost
- Raising awareness of programs
- Ensuring that trainings are offered in Spanish as well as English
- Offering virtual learning opportunities
- Offering night classes for those who could not participate during the day
- Making reliable and affordable internet available throughout the county

Participants also responded to several factors that might *limit* job skills training participation. They indicated that cost of the training was the most important factor that would make training difficult or impossible, with 63% of respondents indicating cost as a limiting factor. Second, over half (58%) of respondents indicated that a lack of awareness related to training opportunities would make it difficult or impossible to participate. Factors such as time the training is offered (46%), transportation (39%), childcare (38%), and job responsibilities (38%) would make training difficult or impossible for over one-third of respondents.

Figure 10 Cost and lack of awareness are the biggest barriers to participating in training



Other comments

At the end of the survey, respondents were invited to share any other thoughts about job skills training in Oceana County. Respondents suggested:

- Ensuring that any job skills training that is offered prepares people for jobs that are in demand; training that does not lead to employment is not helpful
- Enhancing infrastructure and amenities in local communities, such as internet availability and social/recreational opportunities
- Making sure that any training that is offered is led by qualified trainers
- Offering conversational Spanish classes to bridge language barriers
- Addressing financial challenges associated with participating in training; this includes direct costs of training as well as related costs for childcare and transportation

Inventory of Existing Training Opportunities

Over the course of the project, DataWise compiled a list of existing training opportunities available to people in Oceana County. The inventory focused on opportunities in or near Oceana County. Some other opportunities are also included, especially virtual training, that could be accessed in Oceana County. The list includes opportunities shared by steering committee members, interviewees, and survey respondents, as well as those identified through web searches.

In Oceana County

Organization	Program	Description (often from website)	Website
Employer Resource Network (ERN)	Manufacturing Training Program	This program helped to fill the skill gaps of several job-seekers to achieve full-time competitive employment in the food processing sector.	https://oceanafoundation.org/community-impact/oceana-employer-resource-network/
Employer Resource Network (ERN)	Food Processing Registered Apprenticeship Program	The first ever food processing registered apprenticeship program with the Department of Labor was established. A big win for Oceana and for the nation. In August of 2019, five incumbent workers at Peterson Farms started in the one-year certification program.	https://oceanafoundation.org/community-impact/oceana-employer-resource-network/
Employer Resource Network (ERN)	Success Coaching	Success Coaches offer direct connection and access to community resources. Employees who face a crisis from lack of resources can get immediate, personal relief, onsite.	https://oceanafoundation.org/community-impact/oceana-employer-resource-network/
Love INC	Love INC reNEW	Love INC's reNEW program seeks to strengthen Oceana County families and individuals by offering classes, incentives, weekly one-on-one mentoring, a yearly picnic and reNEW Christmas Store.	https://www.loveincoceana.org/ministries.html
Michigan Department of Labor & Economic Opportunity	Going PRO Talent Fund	The Going PRO Talent Fund (Talent Fund) makes awards to employers to assist in training, developing and retaining current and newly hired employees. Training funded by the Talent Fund must be short-term and fill a demonstrated talent need experienced by the employer. Training must lead to a credential for a skill that is transferable and recognized by industry.	https://www.michigan.gov/leo/bureaus-agencies/wd/programs-services/going-pro-talent-fund
Michigan State University	MSU Extension Oceana County	MSU Extension courses offered in Oceana County (mostly remote courses at present, but up-to-date and on a page specific to Oceana County). Current courses cover personal finance (money) management, agriculture (growing and preserving), health, and nutrition. Michigan State University Extension helps people improve their lives by bringing the vast knowledge resources of MSU directly to individuals, communities and businesses.	https://www.canr.msu.edu/oceana/events

Organization	Program	Description (often from website)	Website
Oceana College Access Network (OCAN)	Oceana Students in the Workplace	A local job shadowing opportunity that allows high school Juniors to spend half of a school day in a local business, learning about careers and exploring the skills needed to work in that business.	https://oceanacan.org/about-us/about-us/
Oceana County Community Foundation	Leadership Learning Lab	The Leadership Learning Lab helps leaders to become a more adaptive leader and to take the time to learn, practice, and experiment with new skills acquired in the Lab. The Lab hosts monthly workshops at five regional sites, with Oceana and Manistee leaders together at the Lakeshore Resource Center in Ludington. The Lab aligns with the Oceana Foundations' strategic efforts to support capacity building among local nonprofits.	https://oceanafoundation.org/community-impact/leadership-learning-lab/
Oceana County Economic Alliance	HR Network	Monthly meeting of HR professionals with education, collaboration, and networking	https://oceana.mi.us/doing-business/economic-alliance/
Oceana County Medical Care Facility	Certified Nurse Aide training	Become a Michigan Certified Nurse Aide. If hired, Program graduates may be eligible for a $1,000 sign-on bonus.	https://www.oceanamcf.org/about-us/careers/
Seneca Foods	Seneca Foods	To ensure all equipment, systems and procedures are properly utilized, Seneca requires annual training on HACCP, GMPs, thermal processing, double seams, microbiology, sanitation and chemical handling. We provide apprenticeships and internships that broaden skills and offer practical work experience. http://www.senecafoods.com/employees	http://www.senecafoods.com/food-safety
Seneca Foods	GROWS (Get Rid of Waste Systematically)	A nomination-based development training program designed to expand each participant's knowledge and view of Seneca and foster a culture where employees think openly about problems.	http://www.senecafoods.com/employees
Seneca Foods	SAVES (Seneca Adding Value Employee System)	Seneca Foods is committed to supporting the professional development and personal growth of Seneca's employees by providing education, training and direct coaching on the application of lean tools and methodologies.	http://www.senecafoods.com/employees
Telamon Workforce & Career Services	National Farmworker Jobs Program	Services that educate, train, or prepare eligible farmworkers for other jobs.	https://www.telamon.org/where-we-work/michigan/workforce-career-services/

Organization	Program	Description (often from website)	Website
Telamon Workforce & Career Services	Young Adult Program	This program emphasizes: Dropout prevention and completion of high school or its equivalent, Development of leadership skills and positive behaviors, Preparation for the world of work. You receive an individualized plan that reflects your unique goals and needs. You get support through counseling, adult mentors, educational tutoring, group activities, work experience, and occupational skill training.	https://www.telamon.org/where-we-work/michigan/workforce-career-services/
Telamon Workforce & Career Services	La Cosecha (The Beginning Farmer and Rancher Development Program)	The program is designed to increase participation of Latino blueberry growers in USDA sponsored programs and improve farming practices and profitability through education and training of business management principles	https://www.telamon.org/where-we-work/michigan/workforce-career-services/
Telamon Workforce & Career Services	MI Dept of Education Re-Interview Program	Through a partnership with the Michigan Department of Education, we help to re-verify eligibility of identified migrant children for migrant education services.	https://www.telamon.org/where-we-work/michigan/workforce-career-services/
The Harbor House of Hart	The Harbor House Journey	The Harbor House Journey is a 6-18 month experiential learning opportunity in a shared living environment. It is designed to assist young women by connecting them to a network of support, providing education and a stable home to work, learn, and live from.	http://wearetheharbor.org/faq
The Starting Block	Commercial kitchen / food business incubator	Provides food and beverage processing start-ups with operational support and a facility to operate.	www.startingblock.biz

In nearby counties

Organization	Program	Description (often from website)	Website
West Shore Community College	College for Kids	College for kids is a unique summer experience designed to challenge students, ages 9-15 years old, by discovering and developing their talents while engaging them in career exploration. Come enjoy the fun and EXCITEMENT of college for kids while experiencing the college campus atmosphere of West Shore Community College.	https://www.westshore.edu/community/college-for-kids/
West Shore Community College	Certificate Programs and Associate's Degrees	Several programs available	https://www.westshore.edu/academics/degree-programs/
West Shore Educational Service District (ESD)	ASM Tech Early College	At ASM Tech, we provide an opportunity for high school sophomores to apply to our early college program. Selected students jump ahead one year, (after their junior year), and can earn more than 60 college credits for free, with the focused support of our staff. This all happens while each student develops an individualized educational path that matches his or her career aspirations.	https://www.wsesd.org/page/program-overview
West Shore Educational Service District (ESD)	The West Shore ESD Career and Technical Education (CTE) program	Several programs available	https://www.wsesd.org/page/career-and-technical-education
Baker College	Certificate Programs and Associate's Degrees	Several programs available	https://www.baker.edu/academics/resources/full-program-list/
Muskegon Community College	Certificate Programs and Associate's Degrees	Several programs available	https://www.muskegoncc.edu/degrees-and-certificates/certificate-programs/
Muskegon Community College	Continuing Education Classes	Several programs available	https://www.muskegoncc.edu/continuing-education-classes/
Muskegon Community College	Workforce Training	Several programs available	https://www.muskegoncc.edu/workforce-training/

Organization	Program	Description (often from website)	Website
West Michigan Apex Accelerators	Muskegon Area First PTAC	Provides training and assistance to individuals from businesses that want to learn more about government contracting.	https://westmiapex.org/
White Lake Area Community Education	Alternative Education (ages 14-22), Adult Education	White Lake Area Community Education aims to meet the life-long learning needs of residents of the Holton, Montague, North Muskegon, Reeths-Puffer and Whitehall school districts. Working collaboratively with community members, community service agencies, municipalities, colleges, businesses and other partner organizations, community education provides programs and services designed to improve the quality of life in our community. Our focus is on supporting and strengthening community and family.	https://wlace.org/
Newaygo County Career Tech Center	CTE	Students will have ready access to a high-quality career and technical education, which is realistic in light of actual or anticipated opportunities for higher education and/or gainful employment and is consistent with the learners' needs, interests, and abilities.	https://www.ncresa.org/domain/109
Ferris State University	Certificate Programs and Associate's Degrees	Several programs available	https://www.ferris.edu/programs/index.htm

Regional

Organization	Program	Description (often from website)	Website
Michigan Manufacturing Technology Center (MMTC)	Employee Leadership Trainings	Offers manufacturers opportunities to train employees on leadership, culture, manufacturing design, GD&T/blueprint reading, quality management, Six Sigma and more.	www.thecenterwest.org
Michigan Works! West Central	Adult Programs	Assessments, career counseling, job search assistance, resume assistance, supportive services, occupational skills training	https://www.mwwc.org/find-a-job
Michigan Works! West Central	GED Training Program	One-on-one training program aimed at helping people pass their GED exam/earning necessary high school credits.	https://www.mwwc.org/ged-information
Michigan Works! West Central	Online Workshops	Dress for Success, Interview Workshop, Microsoft Word, Networking Workshop	https://www.mwwc.org/virtual-services
Michigan Works! West Central	Public Safety Careers Council of West Michigan	Michigan Department of Labor and Economic Opportunity (LEO) awarded West Central $150,000 to support Public Safety	https://www.mwwc.org/michigan-works-west-central-awarded-mica-3-0-funds
Michigan Works! West Central	West Central Health Careers Collaborative	The West Central Health Careers Collaborative is a network of health care partners dedicated to advancing the health care industry throughout Lake, Mason, Mecosta, Newaygo, Oceana and Osceola counties.	https://www.mwwc.org/healthcare
Michigan Works! West Central	Young Adult Services Program	Young Professionals Program, Training Funding Assistance, One-the-Job Training, Work Experience	https://www.mwwc.org/youth-opportunities
United Way of the Lakeshore	Summer Youth Nonprofit Work Experience	Besides employment, the youth are also enrolled in on-going career development in areas like interviewing, building a resume, developing a list of references for prospective employers; and, they are also provided with supportive services that include remediation, clothing for work, credit recovery, and other areas	https://www.unitedwaylakeshore.org/income-0

Statewide

Organization	Program	Description (often from website)	Website
AgriBusiness Talent Council - West Michigan	Agriculture Career Exploration Tools	Online resources for encouraging students to get involved in agriculture careers	https://www.wegrowmi.org/career-exploration
Michigan Department of Health and Human Services	GetSetUp	GetSetup.io is a pioneering social platform where seniors can learn about a variety of topics through a live, interactive peer-to-peer teaching model.	https://www.getsetup.io/partner/michigan
Michigan Department of Labor & Economic Opportunity	Michigan Reconnect	Michigan Reconnect is a scholarship program that pays you to attend your in-district community college tuition free or pays up to the in-district rate if you attend a community college where you're considered out-of-district.	https://www.michigan.gov/reconnect/community-college/apply
Michigan SBDC Network	Market Research, Cybersecurity, Tech Services, Export Services	Provides training and small business support to anyone who owns or works in a small business. Regional Director, West Michigan Region - Ed Garner. The Michigan Small Business Development Center is a statewide network funded in part through cooperative agreements with the U.S. Small Business Administration, the Michigan Economic Development Corporation and Regional Hosts. The statewide host of the network is Seidman College of Business at Grand Valley State University.	https://michigansbdc.org/
State of Michigan	Michigan Rural Enhanced Access to Careers in Healthcare	The Michigan Rural Enhanced Access to Careers in Healthcare (MiREACH) program provides support for the education and training needed to get started in a variety of in-demand healthcare careers. As a MiREACH participant, you can receive on-the-job training, related classroom instruction, earn a paycheck, and get your foot in the door for a career with great advancement opportunities. Plus, you'll have the chance to become a local "Healthcare Hero" who can make a meaningful impact in a rural Michigan community.	https://www.michigan.gov/leo/bureaus-agencies/wd/programs-services/mireach
State of Michigan	MiLEAP	MiLEAP assists job seekers transition from short- and mid-term education and training programs to high-skill, high-wage employment and career pathways, resulting in industry-recognized credential attainment and reduced educational debt. MiLEAP focuses on individuals who are dislocated, underemployed, essential workers, living in distressed rural and urban communities and are economically disadvantaged.	https://www.michigan.gov/leo/bureaus-agencies/wd/education-training/mileap

Preliminary Recommendations

Together, the data gathering activities of interviews, surveys, and creating an inventory of training opportunities yielded an immense amount of valuable information. The information points to the following preliminary recommendations (Note that additional recommendations and next steps will come from the final report by Jeffrey Donohoe Associates and through the final meeting with the steering committee).

1. **Keep stakeholders and community members informed** about this project's findings and next steps. Some interviewees mentioned that similar projects have been done in the past, but they could not name outcomes of those projects. Actions related to this project may not be visible to the community for some time. Sharing key results and options that are being considered will help promote buy-in and build trust.

2. **Develop and promote a centralized communication system.** Interviewees gave examples of times they learned about opportunities after the fact. Survey respondents cited lack of awareness as the second biggest barrier to participating in job skills training (see **Figure 10**). The communication system could include an up-to-date list of available jobs and job skills training opportunities. It could also remind community members about resources, such as computer and internet access at libraries. There is even potential for community members to connect with each other, perhaps to coordinate a carpool to Muskegon Community College or West Shore Community College. Although an online system could be primary, it is important to reach people who do not have internet access. Information can be shared in places all community members may visit, such as grocery stores, libraries, and medical offices.

3. **Facilitate cross-sector conversations and collaboration**. After conducting interviews, the DataWise team often thought, "this person should share their insights with that person" or "those two people have very different views of what is going on." An area especially suitable for cross-sector conversation is between employers and educators, as they seemed to have differing perspectives. Educators and employers can benefit from each other. A trusted djksof who can facilitate conversation and make connections would be valuable. This could lead to mutually beneficial collaborations, such as offering students course credits for working at a local employer.

4. **Add or emphasize soft skills training** to high school curricula and employee onboarding. Some employers lamented the lack of soft skills in their current or potential employees; in some cases, they pointed to school systems for not instilling these skills in students. Instead of passing blame, both employers and educators could accentuate the importance of skills such as reliability and problem solving.

5. **Consider piloting a training with relatively low cost/investment**. Survey respondents showed a lot of enthusiasm and rated all 14 potential trainings very highly (see **Figure 7**). More than 85% of respondents said that offering training opportunities in

Oceana County would make it more likely that they or someone they know would participate (see **Figure 6**). Further, the top-rated idea for making it easier to participate in training was partnering with community colleges in neighboring county to provide training in Oceana County (see **Figure 9**). Together, these findings suggest that it would be advisable to start with an option that would require relatively little cost/investment. Doing so would show whether there is as much interest and demand in participating in training as survey results imply. If actual participation is high, higher cost/investment opportunities could be added.

6. If pursuing facilities or programming that requires greater investment, **consider options that can be adapted for multiple purposes**. For example, a mobile learning lab can be retooled from time to time to teach various trade skills such as welding or electrical work. A mobile learning lab could be transported throughout—and beyond—Oceana County. Although a mobile learning lab provides these benefits, it is important to consider the ongoing costs of operation, such as fuel, professional driving, and maintenance. Another option is repurposing existing buildings, such as unused schools or other vacant buildings, to be training sites.

7. **A group of employers could partner to provide subsidized housing and childcare**. Although this would be an extraordinary investment, it would address at least two of the biggest barriers to working and workforce development—housing and childcare. Additionally, if the development was near workplaces or if a shuttle from the development to workplaces was offered, transportation challenges could be addressed as well. Employers who support their workers in this way would likely see a return on that investment. For example, it would likely make it easier for them to attract and retain employees, promote punctuality and attendance, and increase employee morale and engagement.

8. Although this project was focused on assessing demand and feasibility of job skills training, interviewees and survey respondents spontaneously provided a more expansive view of working and *living* in Oceana County. Multiple people who participated in individual interviews shared their perception that young people often move away from Oceana County as much to have better social and recreational opportunities as to have better training and employment opportunities. High school students who were part of the Youth Advisory Council confirmed this. Many of them lamented the lack of things to do for fun, especially during winter. They said that this is a primary factor propelling them to leave Oceana County after graduating high school. Even several survey respondents, when given the opportunity to "share anything else about job skills training in Oceana County" instead wrote about the need for more ways for people, especially young people, to have fun. It may be important to **take a broader perspective and consider amenities other than those directly related to workforce development and employment**. Even if there are training and employment opportunities in Oceana County, a real or perceived lower quality of life due to lack of recreational and social options may continue to draw people away.

Appendix A

1. Could you start by telling us about yourself, your role, and responsibilities? How long have you been in your position, and how long have you been in Oceana County?
2. Thanks for that background about yourself. Next, I'll ask you to use your imagination. Imagine that you have a magic wand that could be used to create any type of workforce training program or facility in Oceana County. How would you use the magic wand? What program or facility would you create?
3. Imagining having a magic wand can be fun and helps us think outside the box. At the same time, we don't want to fall into an "if you build it, they will come" type of wishful thinking. If the facility or program you imagined *was* in Oceana County, what might keep it from being successful? What do you think might keep it from having its full potential impact?
4. Now let's think about past and current training opportunities. Tell us about the training and workforce development opportunities that are available now or have been offered in the past few years.
    a. What opportunities have there been in your organization?
    b. What opportunities have there been elsewhere in the county?
    c. Which of these opportunities have gone well? Why?
    d. Which of these opportunities have not gone well? Why?
5. Here in Oceana County, several of the largest employers are food processors. Other employment sectors include farming, tourism, and manufacturing. What ancillary sectors would help support existing employment sectors? In other words, what industries could be added or grown in Oceana County that would connect with and benefit what is already here?
6. Sector-specific questions:
    a. [Employers only] What kinds of jobs that require education and training are hardest to fill or keep filled? What skills are most in demand?
    b. [K-12 education only] What do you hear from high school students about their education and career goals, and how well can they meet their goals in or near Oceana County?
    c. [Post-secondary education only] What kinds of programs are your current and prospective students most interested in? Is there an area where you think interest is starting to grow?
7. What barriers make it hard for Oceana County residents to access training that would prepare them for a new job or advance their careers?
8. Why do people move out of Oceana County? What could draw more people to live, work, or come back to Oceana County?
9. Before we wrap up, is there anything else that you'd like to share about education, workforce development training, and employment in Oceana County?

Appendix B

Welcome

Local organizations want to learn about the needs and opportunities for job skills training in Oceana County. Job skills training includes courses, credentials, apprenticeships, and other ways to learn skills needed for jobs.

This survey is designed to learn from people like you–people who are part of Oceana County. We want to learn:

- How satisfied are people with the job skills training opportunities in Oceana County?
- What kind of job skills training would people be most likely to use?
- What might keep people from participating in job skills training?

Our goal is to make Oceana County a better place to work: a place where people can get trained for and have good jobs and a place where employers can find workers with skills that they need.

This survey should take about 10 minutes. It is voluntary and anonymous.

Thank you for sharing your experiences and ideas with us!

If you have questions about this project, contact Curtis Burdette, Executive Director of the Oceana County Economic Alliance at 616-307-1985 or burdettec@rightplace.org. If you have questions about the survey, contact Laura Luchies, Founder & Principal Consultant of DataWise Consulting at 616-520-8839 or laura.luchies@wearedatawise.com.

Background Information for Filters

Your Employment

Are you currently employed?

- ○ No
- ○ Yes
- ○ *Prefer not to say*

If not employed >>

Which of the following describes why you are not employed?

Check all that apply.

- ☐ I am a student or in job skills training.
- ☐ I have never been employed.
- ☐ I retired from the workforce.
- ☐ I was laid off from my last job.
- ☐ I completed a temporary or seasonal position.
- ☐ I left my last job voluntarily.
- ☐ I am unable to work due to a disability.
- ☐ I am not working so I can take care of my family.
- ☐ Something else, please describe: [ ]

If employed >>

Which of the following describes your current employment?

Check all that apply.

- ☐ I am employed full time (30 hours or more per week).
- ☐ I am employed part time (fewer than 30 hours per week).
- ☐ I have sufficient employment to meet my needs.
- ☐ I do not have sufficient employment to meet my needs.
- ☐ My current employment is seasonal or temporary.
- ☐ I am worried that I may be laid off in the next few months.
- ☐ Something else, please describe: [ ]

If employed >>

What is your current job title or position?

[ ]

If employed >>

How long have you worked for your **current employer**?

- ○ 6 months or less
- ○ 6 months - 1 year
- ○ 1 - 3 years
- ○ 3 - 5 years
- ○ 5 - 10 years
- ○ More than 10 years

If employed >>

How long have you worked in your **current position**?

- ○ 6 months or less
- ○ 6 months - 1 year
- ○ 1 - 3 years
- ○ 3 - 5 years
- ○ 5 - 10 years
- ○ More than 10 years

Which of the following education or development activities apply to you?

Check all that apply.

- [ ] I am a high school student.
- [ ] I am a full-time college student.
- [ ] I am a part-time college student.
- [ ] I am participating in job skills training.
- [ ] I am actively learning new job skills.
- [ ] I would like to get a new or better job in the next year.
- [ ] I am self-employed.
- [ ] I am working on starting a business.
- [ ] Something else, please describe: [ ]
- [ ] *None of the above*

Which of the following education programs or degrees have you completed?

Check all that apply.

- [ ] High school diploma / GED
- [ ] Technical or trade school / certificate
- [ ] 2 year college degree
- [ ] 4 year college degree
- [ ] Graduate degree
- [ ] Another program or degree: [ ]
- [ ] *Prefer not to say*

If employed >>

Do you **work** in Oceana County?

- ○ No
- ○ Yes

Do you **live** in Oceana County?

- ○ No
- ○ Yes

Each item displayed only when relevant >>

For how long do you think you will stay...

	6 months or less	6 months - 1 year	1 - 3 years	3 - 5 years	More than 5 years
In your current job/position	○	○	○	○	○
Working for your current employer	○	○	○	○	○
Working in Oceana County	○	○	○	○	○
Living in Oceana County	○	○	○	○	○

If employed AND may leave job/ position OR employer in next 3 years >>

Why might you change jobs or employers in the next 3 years?

Check all that apply.

- [ ] Retirement
- [ ] Family obligations

- [ ] Start my own business
- [ ] Get promoted
- [ ] Get a job that pays more
- [ ] Get a job that has better benefits
- [ ] Pursue education or skills training
- [ ] Move away from the area
- [ ] Some other reason: _____

If may stop working OR living in Oceana County in next 3 years >>

Why might you stop living or working in Oceana County in the next 3 years?

Check all that apply.

- [ ] Retirement
- [ ] Family obligations
- [ ] Pursue education or skills training
- [ ] Want to live or work somewhere else
- [ ] Lack of jobs that you would want in Oceana County
- [ ] Lack of education or skills training in Oceana County
- [ ] Some other reason: _____

Imagine that you want get a new or better job...

What kind of job would you want to get? _____

What kind of education or job skills training would you need? _____

Where would you go for education or job skills training? _____

Potential opportunities

Job Skills Training

How would you rate the current job skills training opportunities **in Oceana County**?

- ○ Terrible
- ○ Poor
- ○ Okay
- ○ Good
- ○ Excellent

How would you rate the current job skills training opportunities **in nearby counties** (Mason, Muskegon, Newaygo, and Lake Counties)?

- ○ Terrible
- ○ Poor
- ○ Okay
- ○ Good
- ○ Excellent

*The following job skills trainings usually take **less than 6 months** to complete.*
How likely is it that you or someone you know would use each training if it was available in Oceana County?
Hover over the (?) after each training for more information about it.

	Extremely unlikely	Somewhat unlikely	Neither likely nor unlikely	Somewhat likely	Extremely likely
Basic Computer / Digital Literacy Skills (?)	○	○	○	○	○
Certified Nurse Aide (CNA) Certificate (?)	○	○	○	○	○
Commercial Driver's License (CDL) training (?)	○	○	○	○	○

*The following job skills trainings usually take **6 - 12 months** to complete.*
How likely is it that you or someone you know would use each training if it was available in Oceana County?
Hover over the (?) after each training for more information about it.

	Extremely unlikely	Somewhat unlikely	Neither likely nor unlikely	Somewhat likely	Extremely likely
Certificate in Information Technology Essentials (?)	○	○	○	○	○
Automotive Technician Certificate (?)	○	○	○	○	○
Welding Certificate (?)	○	○	○	○	○
Heating, Ventilation and Air Conditioning/ Refrigeration Technology Certificate (?)	○	○	○	○	○
Agriculture Technician Certificate (?)	○	○	○	○	○
Industrial Maintenance Certificate (?)	○	○	○	○	○
Child Development Associate Certificate (?)	○	○	○	○	○

*The following job skills trainings usually take **1-2 years** to complete.*
How likely is it that you or someone you know would use each training if it was available in Oceana County?
Hover over the (?) after each training for more information about it.

	Extremely unlikely	Somewhat unlikely	Neither likely nor unlikely	Somewhat likely	Extremely likely
Plumbing and Pipefitting Certificate (?)	○	○	○	○	○
Electrical Technology Certificate (?)	○	○	○	○	○
Associate's Degree in Law Enforcement (?)	○	○	○	○	○
Associate's Degree in Early Childhood Education (?)	○	○	○	○	○

Optional: What other job skills trainings would you or someone you know be interested in?

Below is a list of ideas for making participation in job skills training easier. How valuable would each be?

	Not at all valuable	Slightly valuable	Moderately valuable	Very valuable	Extremely valuable
Transportation to and from Muskegon Community College and West Shore Community College.	○	○	○	○	○
One or more places in Oceana County with computers and Internet access where people can take online courses and trainings.	○	○	○	○	○
Instructors from Muskegon Community College and West Shore Community College lead trainings in Oceana County.	○	○	○	○	○
"Mobile Learning Labs" (portable classrooms built in a semi trailer) to teach skilled trades such as welding, electrical systems, and mechanical technology.	○	○	○	○	○

	Not at all valuable	Slightly valuable	Moderately valuable	Very valuable	Extremely valuable
One dedicated training facility in Oceana County (a new building or renovating an existing building such as a school in Shelby).	○	○	○	○	○
Multiple training locations in Oceana County (use existing space at libraries, schools, and other organizations).	○	○	○	○	○

	Not at all valuable	Slightly valuable	Moderately valuable	Very valuable	Extremely valuable
Offering training mostly in Oceana County with occasional training in a nearby county to use facilities or equipment not available in Oceana County.	○	○	○	○	○

Optional: What else would make it easier for people in Oceana County to participate in job skills training?

Imagine that the job skills training you (or someone you know) are most interested was already available at Muskegon Community College or West Shore Community College.

How much **more likely** would you (or someone you know) be to participate in the training if it were available **in Oceana County**?

- ○ Not at all more likely (no difference if training offered in Oceana County or outside of Oceana County)
- ○ Slightly more likely
- ○ Somewhat more likely
- ○ Much more likely
- ○ Would definitely participate in the training in Oceana County (but would not participate outside of Oceana County)

Imagine that the job skills training you (or someone you know) are most interested in was available in Oceana County...

Which of the following would make it difficult or impossible to participate in the training?

Check all that apply.

- ☐ Not knowing about the training
- ☐ Transportation
- ☐ Cost of the training
- ☐ Not being able to find childcare
- ☐ Cost of childcare
- ☐ Other family responsibilities
- ☐ Your current job responsibilities
- ☐ Not enough time / too busy
- ☐ Training not offered at a time that works for you
- ☐ Not having Internet access
- ☐ Language barriers
- ☐ Legal / immigration barriers
- ☐ Not sure if the training will help you get a better job
- ☐ Some other barrier:
- ☐ *None of the above*

Demographics

About You

This survey will be most useful if we can compare results by age, education, and so on. Your responses are anonymous.

What is your age?

- ○ Under 20
- ○ 20-24
- ○ 25-29
- ○ 30-39
- ○ 40-49
- ○ 50-59
- ○ 60-69
- ○ 70 or older
- ○ *Prefer not to say*

What is your gender?

- ○ Male
- ○ Female
- ○ [ ] Not listed here or prefer to self-describe:
- ○ *Prefer not to say*

How would you describe your race/ethnicity?

Check all that apply.

- ☐ African American or Black
- ☐ American Indian or Alaska Native
- ☐ Asian or Asian American
- ☐ Hispanic or Latinx
- ☐ Middle Eastern
- ☐ Native Hawaiian or Pacific Islander
- ☐ White
- ☐ [ ] Not listed here or prefer to self-describe:
- ☐ *Prefer not to say*

Which language(s) do you know well enough to use in a workplace setting?

Check all that apply.

- ☐ English
- ☐ Spanish
- ☐ [ ] Another language:
- ☐ *Prefer not to say*

Including yourself, how many people currently live in your household?

- ○ 1
- ○ 2
- ○ 3
- ○ 4
- ○ 5
- ○ 6
- ○ 7 or more people
- ○ *Prefer not to say*

What is your annual household income?

- ○ Less than $10,000
- ○ $10,000 - $19,999
- ○ $20,000 - $29,999
- ○ $30,000 - $39,999
- ○ $40,000 - $49,999
- ○ $50,000 - $74,999
- ○ $75,000 - $99,999
- ○ $100,000 - $149,999
- ○ More than $150,000
- ○ *Prefer not to say*

What is your ZIP code?

Anything Else?

Anything Else?

Optional: If you would like to share anything else about job skills training in Oceana County, please do so here.

Almost Done

Almost Done...

Click the "SUBMIT / ENVIAR" button to submit your response.

Thank you!

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CITY OF HART
407 S. STATE ST.
HART, MI 49420
REGULAR MEETING OF CITY COUNCIL - COUNCIL PROCEEDINGS
October 10th, 2023
MINUTES –Draft

PRESENT: Councilors: Mayor Vicki Platt, Justin Adams, Catalina Burillo, Dean Hodges, Amanda Klotz, and Kris Trygstad
ABSENT: Jim Evans
OTHERS PRESENT: City Manager – Rob Splane, City Clerk – Karla Swihart, BioPure Superintendent – Paul Cutter, DPW Superintendent – Brad Whitney, Hart PD Chief – Juan Salazar, Sharon Hallack, Fred and Deb Rybarz, Lawarence and Tracy Lipps, Betsy Cory, and Tom Osborn

Mayor Platt called the meeting to order; following the roll call, then led the Council in the pledge of allegiance.

APPROVAL OF AGENDA:

- J. Admas motioned to approve the agenda and was supported by C. Burillo
  - Ayes: 6 Nays: 0 Absent: 1

PUBLIC COMMENTS:

- Fred Rybaz 4 E Johnson, wanted to talk about the downtown social district and how it came about through Covid, as a business owner we probably would not have partaken in it as our restaurant being shut down to only take out would have done well as we serve pizza, but we joined as it was what was best for our downtown area. Right now, we have a pending purchase agreement on our business and as our business is part of the Social District the State is requiring us to have the City's support on transfer of the license we hold. With that said we would like to have the City Council support and pass resolution needed for new ownership.

CORRESPONDENCE, EVENTS, PRESENTATIONS:

- Hart Heritage Preservation Group shared board meeting minutes also included a copy of the treasurers report

CONSENT AGENDA:

- Approval of minutes from September 26th, 2023.
- Bills, Claims, Payroll
- Reports of Boards, Commissions, and Committees
- Department Reports – Police/BioPure/Public Works/Energy/C&E Dvlp
  - A. Klotz motioned to approve Consent Agenda and supported by J. Adams
    - Ayes: 6 Nays: 0 Absent: 1

ACTION ITEMS:

- Resolution 2023-39 Hart Pizza Social District Approval
  Authorize City Staff to approve Social District Permit Application and Sign Local Government Unit Approval Form – HP105, LLC
  WHEREAS, the State of Michigan through PA 124 of 2020 has authorized the creation of Social Districts in communities throughout the State; and
  WHEREAS, the ongoing limitations placed on business as a result of the COVID-19 pandemic has led communities to be creative in supporting businesses which includes passage of regulations permitting the creation of a local Social District; and
  WHEREAS; the City Council must approve a Social District Permit for each licensee to engage in participating in Social District business activities per MLCC direction.
  NOW, THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL
  Authorizes City staff to approve City of Hart Social District Permit Application and sign the Michigan Department of Licensing and Regulatory Affairs Liquor Control Commission Local Government Unit Approval for Social District Permit form, pending HP105, LLC DBA: Hart Pizza submitting proper Downtown Hart Social District Permit Application paperwork.
  - A. Klotz motioned to approve Resolution 23-39 and supported by K. Trygstad
    - Ayes: 6 Nays: 0 Absent: 1

- Resolution 2023-40 Approve Certificate of Deposit Investment with Huntington Bank
  WHEREAS, the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and
  WHEREAS, City staff has met with various financial advisors, auditors, and City accountants to create an investment strategy to address financial security and liquidity concerns; and
  WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:
  City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 2 (two) $250,000 Certificate of Deposit investment through Huntington National Bank. The CD's chosen shall be the current highest rate of return available at a 12-month term.
  City Council further directs the City Treasurer and City Manager to act as authorized signatories to establish the account and investments totaling $500,000
  - A. Klotz motioned to approve Resolution 23-40 and supported by K. Trygstad
    - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2023-41 Approve Certificate of Deposit Investment with Cetera Investment Services
  WHEREAS, the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and
  WHEREAS, City staff has met with various financial advisors, auditors, and City accountants to create an investment strategy to address financial security and liquidity concerns; and
  WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and
  WHEREAS, the City has reviewed certificate of deposit rates at several local, regional, and national banking and investment institutions; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:
  City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 1 (one) $250,000 Certificate of Deposit investment through Cetera Investment Services. The CD chosen shall have the current highest rate of return available at a 12-month term.
  City Council further directs the City Treasurer, and City Manager to act as authorized signatories to establish the account and investment totaling $250,000
  - A. Klotz motioned to approve Resolution 23-41 and supported by K. Trygstad
    - Ayes: 6 Nays: 0 Absent: 1
- Resolution 2023-42 Approve Certificate of Deposit Investment with Shelby State Bank
  WHEREAS, the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and
  WHEREAS, City staff has met with various financial advisors, auditors, and City accountants to create an investment strategy to address financial security and liquidity concerns; and
  WHEREAS, the proposed strategy includes investing a portion of funds in FDIC insured PA20 compliant securities; and
  WHEREAS, the City has reviewed certificate of deposit rates at several local, regional, and national banking and investment institutions; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:
  City Council directs the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to establish 1 (one) $200,000 Certificate of Deposit investment through Shelby State Bank. The CD chosen shall have the current highest rate of return available at a 12-month term.
  City Council further directs the City Treasurer and City Manager to act as authorized signatories to establish the account and investment totaling $200,000.
  - A. Klotz motioned to approve Resolution 23-42 and supported by K. Trygstad

- Ayes: 6 Nays: 0 Absent: 1

- Resolution 2023-43 Approve Michigan Class Investment Pool as an authorized investment institution.
  WHEREAS, the City of Hart has adopted an investment policy with the intention of placing reserve funds in secure investments to mitigate the effects of increasing inflationary trends; and
  WHEREAS, City staff has met with various financial advisors, auditors, and City accountants to create an investment strategy to address financial security and liquidity concerns; and
  WHEREAS, the proposed strategy includes investing a portion of funds in the Michigan Cooperative Liquid Assets Securities System (Michigan Class), a PA20 compliant investment vehicle; and
  WHEREAS, the Michigan Class Board of Trustees oversees the investment pool and directs the pool administrator and Public Trust Advisors to emphasize safety, liquidity, and convenience while providing diversification of investments and the advantage of a competitive return; and
  WHEREAS, Michigan Class has no restrictions regarding withdrawals or contributions affording the City the ability to use the investment as it best suits the City's needs; and
  WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and
  NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:
  Approves the Michigan Class Investment Pool as an authorized investment institution and authorizes the City Treasurer, in cooperation with the City Manager to complete the necessary paperwork to enroll in the pool and approves the additional of Michigan Class to the Investment Policy.
  An initial investment of $2,000,000 is authorized with quarterly reporting on the investment activity for council review.
  - C. Burillo motioned to approve Resolution 23-43 and supported by A. Klotz
    - Ayes: 6 Nays: 0 Absent: 1

DISCUSSION ITEMS:

- Hart Parks and Recreation Department
  Proposal: City of Hart Parks and Recreation Department Proposal:
  Within the proposed City of Hart Parks and Recreation Department, the City of Hart Parks and Recreation Director would be responsible for overseeing strategic and operational management and development of City parks and open space preserves, as well as related recreational programs and services, and stewardship activities.

  General Position Duties May Include:
  - In cooperation with Park Board and City Council, Review and Update the Five-Year City of Hart Park and Recreation Plan as necessary.
  - Oversee parks and recreation operations including but not limited to facility and park management, use, access, infrastructure upgrades/improvements, programming, invasive species control, and all other parks stewardship-related functions.
  - Provide strategic and operational leadership, as well as serving as parks and recreation liaison with City departments, Hart City Council, and the public.
  - Coordinate with City economic and community development director, event planner, historic district, and new partners to leverage existing City resources to boost recreational programming.
  - In partnership with the DPW superintendent, DPW staff may also support the DPW department with ongoing projects and initiatives as necessary.
  - Work with City Manager to prepare and monitor annual budget for Parks and Recreation Funds and request budget amendments as needed and prepare a Parks and Recreation five-year capital improvement plan.
  - Coordinate strategic planning for renovations, acquisition and/or expansion of parks and open space, and stewardship activities throughout the City of Hart.
  - Manage support staff, assign tasks, responsibilities, and projects. Evaluate overall department performance, resolve technical issues, and assure goals are communicated clearly, and achieved.

  Priorities:
  - Create 5-year John Gurney Park Capital Improvement Plan
    - Identify essential repairs/upgrades.
  - Finish and adopt 5–year Park and Rec Plan

- Assist Hart Heritage Preservation Group with re-envisioning Historic District Use and Revenue Opportunities.
- Develop and document streamlined processes for all park operations.
- Analyze existing City resources in pursuit of developing new programming in public spaces.
- Engage local conservation districts, community stakeholders, and consultants to plan and deploy landscaping, tree, and lake/creek management plans for City properties.
- Seek grant opportunities to expand Park and Recreation offerings in the City of Hart.

- Congregational United Church
  Tom Osborn – after 55 years the last service for Hart Congregational United Church will be closing its doors after the Christmas mass. The Church would like to see it go to good use and not just sit there empty. The Church would like to offer it to the City for $1.00. With that being said the City manager will reach out to the City's TIFA board.

CITY MANAGER'S REPORT:

UPDATES:

- Hart BioPure and Polk Road utility Improvements projects are in process. The Polk Road closure is anticipated to last up to 4 weeks total. Prein and Newhof are maintaining a website for construction updates.
- Art Walk downtown Hart on Saturday October 7th was a good success despite poor weather. HArt Prize photo contest in pocket park is open through the month of October with 250+ votes already submitted.
- MPPA board meeting this Wednesday in Lansing. Hart Energy Superintendent and City Manager to attend.
- VFW meeting this Thursday evening, City Manager will attend to discuss VFW volunteer support of the new Veteran's Memorial Park reconstruction project.
- Families Against Narcotics (FAN) meeting Tuesday evening 6pm – County Annex 844 Griswold St.
- Michigan Municipal League Annual Conference October 18-20
- Hart & Shelby Rotary – Pints for Polio at Big Hart Brewing Company October 18th 6pm.

Legacy Topics:

- The City Attorney is working on City Charter amendment verbiage to be approved by Council, the attorney general, and the governor. The amendments will be processed for ballot approval at the next general election.
- Safe Routes to School trail project – pending state approval projected start date June 2024.

Upcoming Topics:

- Adoption of 2022-2026 Park and Rec Master Plan
- Veteran's Memorial Park project bid request advertised in November.
- Council review of rental inspection policies, procedures, and implementation.

COMMUNICATIONS FROM THE MAYOR AND COUNCIL:

- C. Burillo, Attended the housing survey and the results that the data showed. Never realized how much housing is needed in our area. Also asked if the City Council follows the Roberts Rules of Order? And if not, should we be?
- Mayor Platt, Art Walk downtown was very nice and also Sharon's song at the ribbon cutting for the Tinman was amazing. And a very special Thank you to all involved for making the downtown look beautiful.

CLOSED SESSION:

- 15.268(h) To consider material exempt from discussion or disclosure by State or Federal statute – review attorney/client privileged written legal opinion.
  - C. Burillo motioned to open the Closed Session at 8:44pm and supported by A. Klotz
    - Ayes: 6 Nays: 0 Absent: 1
  - A. Klotz motioned to close the Closed Session at 9:32pm and supported by K. Trygstad
    - Ayes: 6 Nays: 0 Absent: 1

ADJOURN:

- There being no further business to come before the Council, the meeting adjourned upon a motion by C. Burillo and supported by A. Klotz. The next regularly scheduled meeting will be on October 24th, 2023, at 7:30 pm.

Respectfully Submitted

Karla Swihart

Karla Swihart, City Clerk

Payables Date 10.24.2023	Description	Total	General +	DPW	Energy	BPTF	Water
Ceres	Fuel	$ 801.86				$ 801.86	
Charter	Hart Comons Internet	$ 114.99			$ 114.99		
Charter	Starting Block	$ 169.97			$ 169.97		
First Advantage	Drug Screening	$ 364.26			$ 364.26		
Freed Mgmt	#15 JGP Mgrs - Final 2023 PMT	$ 3,500.00	$ 3,500.00				
Frontier	Diesel Plant	$ 115.32			$ 115.32		
Frontier	JGP	$ 141.03	$ 141.03				
Frontier	Dam - Auto Dialer	$ 114.39			$ 114.39		
HACH	Lab Supplies	$ 1,358.08				$ 1,358.08	
HACH	Ammonia	$ 333.40				$ 333.40	
Hart Area Fire Dept	1st QTR 23/24 J-A-S	$ 12,895.50	$ 12,895.50				
Hart Cemetery Commission	2023 Summer Taxes	$ 87.90	$ 87.90				
Huntington Credit Card	Various Charges	$ 8,160.97	$ 4,778.41	$ 309.07	$ 2,808.55	$ 264.94	
Kirk Seabolt Cement	Cement work at Nutrien	$ 2,000.00					$ 2,000.00
Lawson-Fisher	FERC Licensing	$ 6,630.91			$ 6,630.91		
LEAF	Police Copier Lease Fee	$ 39.00	$ 39.00				
Mika Meyers	Legal Services	$ 2,786.94	$ 2,786.94				
Model	Uniforms/Rugs/Rags	$ 57.01			$ 12.55	$ 44.46	
MPPA	Purchased Power	$ 95,275.71			$ 95,275.71		
MPPA	Purchased Power	$ 87,552.58			$ 87,552.58		
MPPA	Purchased Power	$ 31,953.24			$ 31,953.24		
NAPA	Auto Parts/Supplies	$ 75.56	$ 43.79	$ 25.18		$ 6.59	
Office Machines	Police Copier - Overage Fees	$ 28.68	$ 28.68				
Pixel Grafix	Ticket Envelopes	$ 193.00	$ 193.00				
Power Line Supply	Credit Memo Parts/Supplies	$ (52.75)			$ (52.75)		
Power Line Supply	Parts/Supplies	$ 29.59			$ 29.59		
Power Line Supply	15" Boots	$ 192.00			$ 192.00		
Power Line Supply	15" Boots	$ 192.00			$ 192.00		
Pranger Property Mgmt	CH/CC/HC Cleaning Services	$ 289.00	$ 289.00				
Quill	Garbage Bags	$ 78.96	$ 78.96				
Steve's Auto & Truck	Wiper Blade - 2018 Ford	$ 29.99				$ 29.99	
V&V Assessing, LLC	Assessing	$ 1,500.00	$ 1,500.00				
Verizon	Office Phones	$ 448.21	$ 360.52	$ 29.23	$ 29.23	$ 29.23	
Verizon	Cell Phones	$ 577.95	$ 82.14	$ 94.13	$ 175.80	$ 225.88	
Vital Shred	Office Recycling	$ 58.95	$ 58.95				
Wells Fargo	Copier Lease Fee	$ 143.20	$ 143.20				
		$ -					
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	Sub-total	**$ 258,237.40**	**$ 27,007.02**	**$ 457.61**	**$ 225,678.34**	**$ 3,094.43**	**$ 2,000.00**
HAND CHECKS/ACH/EFT							
Alerus	City Share 401 Retirement - PR 188	$ -					
US Postmaster	Postage/Tax Bills	$ -					
AFLAC	Insurance Premium	$ 1,044.70					
Guardian	Insurance Premium	$ -					
Delta Dental	Insurance Premium	$ -					
MWG/Amfirst	Insurance Premium	$ 4,727.50					
Blue Cross Blue Shield	Insurance Premium	$ 19,358.85					
	TOTAL HAND CHECKS	**$ 25,131.05**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
	Sub-Total Regular Bills/Hand Checks	***$ 283,368.45***	***$ 27,007.02***	***$ 457.61***	***$ 225,678.34***	***$ 3,094.43***	***$ 2,000.00***
Gross Payroll	PR 188	$ -					
	Sub-Total	**$ -**					
	GRAND TOTAL	***$ 283,368.45***	**$ 27,007.02**	**$ 457.61**	**$ 225,678.34**	**$ 3,094.43**	**$ 2,000.00**

--OVER--

City of Hart Police Department

407 State Street Ph. (231)873-2488 Fax (231)873-0100 Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council, and City Manager
FROM: Juan Salazar, Chief of Police
DATE: October 24th, 2023

RECENT EVENTS

From Thursday, October 5th, 2023, through Wednesday, October 18th, 2023, the Hart Police Department received 66 Complaints range from Mental Health Complaints, Motorist Assists, Well-Being Checks, Property Damage Crashes, Suspicious Situations, Family Troubles, Vehicle Violations, Assist to Other Agencies, Domestic Assaults, Disorderly Conducts and Medical Assists.

On Monday, October 17th, 2023, the Hart Police Department conducted its Fall Firearms Qualifications at the Hart Long Rifles Range. D./Sgt. Skipski, a certified MCOLES Firearms Instructor, instructed the fall qualifications. The fall qualifications consisted of qualifying with the officer's duty weapon and any secondary weapons during a day and night qualification. All officers attended this mandatory training and will receive a certificate of accomplishment by D./Sgt. Skipski. Firearms training is required by MCOLES (Michigan Commission on Law Enforcement Standards) to be conducted two (2) times a year, Spring and Fall shoot. All officers must show proficiency with their duty weapons and any secondary weapons to pass the course of the qualification.

On Saturday, October 7th, 2023, Chief Salazar and Officer Moore represented the department by attending the Village of Shelby Fall Festival for the Blessing of the Badges. Law Enforcement, EMS and Fire Personnel from around Oceana County attended the event.

On Sunday, October 8th, 2023, the Hart Police Department assisted the Hart Fire Department in the 300 block of Lincoln Street, referencing a sparking water heater. The water and gas had been turned off to the water heater to avoid further issues. The officer stood by until the scene was secure.

On Tuesday, October 10th, 2023, the Hart Police Department conducted a traffic stop on Tyler Road near 104th Avenue referencing an equipment violation. A 33-year-old Hart man was cited for Operating a Motor Vehicle without a License.

On Tuesday, October 10th, 2023, the Hart Police Department was dispatched to the 800 block of Dryden Street referencing a Domestic Assault. A 28-year-old Hart man alleges to have been assaulted by a 23-year-old Hart woman with whom he resides and with whom he has children in common. The man did have injuries to his forearm and chest area. The woman was arrested and lodged at the Oceana County Jail.

On Tuesday, October 10th, 2023, the Hart Police Department was dispatched to the 3000 block of Polk Road referencing Disorderly Conduct. It was reported a 54-year-old Hesperia man was causing a disturbance by being vulgar with staff and threatening staff present. The man left the area prior to the officer's arrival. The man was located and interviewed, and a report will be submitted to the Oceana County Prosecutor's Office.

On Wednesday, October 11th, 2023, the Hart Police Department was dispatched to the intersection of Polk Road near 72nd Avenue regarding a Personal Injury Crash. A 24-year-old New Era man had failed to yield the right of way to a 59-year-old Laredo, Texas, man who was traveling Westbound on Polk Road. The New Era man was cited for failure to yield.

On Thursday, October 12th, 2023, the Hart Police Department conducted a traffic stop on Hart Street near Lincoln Street referencing a vehicle violation. A 27-year-old Shelby woman was cited for failure to show proof of registration and insurance.

On Thursday, October 12th, 2023, the Hart Police Department conducted a traffic stop on 72nd Avenue near Lever Road referencing defective equipment. The operator, a 51-year-old Stockbridge, Michigan man, was run in LEIN (Law Enforcement Information Network) and showed several valid/active warrants for his arrest out of Washtenaw County and Jackson County. The man was arrested and lodged at the Oceana County Jail.

On Monday, October 16th, 2023, the Hart Police Department was dispatched to the 4000 block of Polk Road regarding a Personal Injury Crash/Leaving the Scene of a Traffic Crash. A 26-year-old New Era man claims to have had his foot run over and been knocked down to the ground by a vehicle, later identified as being driven by a 51-year-old Hart woman. The man stated the woman left the scene after striking the man. The man was evaluated and released by LIFE EMS at the scene. A report will be submitted to the Oceana County Prosecutor's Office for his review of the woman leaving the scene of a crash.

On Tuesday, October 17th, 2023, the Hart Police Department conducted a traffic stop on Hart Street near Main Street referencing a vehicle violation. A passenger, a 52-year-old Hart man, was run in LEIN (Law Enforcement Information Network) and showed several valid/active warrants for his arrest out of Oceana County. The man was subsequently arrested and lodged at the Oceana County Jail.

Respectfully,

J. Salazar,
Chief of Police

RESOLUTION 2023-34
CITY COUNCIL
City of Hart, Michigan
Oceana County

ACCEPT QUOTES FOR HART PD REPLACEMENT COMPUTERS AND AUTHORIZE PURCHASE

WHEREAS, the City of Hart Police Department is tasked with protecting and serving the public good; and

WHEREAS, mobile computers are necessary to perform duties while patrolling the community and separate desktop computers have served for office use; and

WHEREAS, the current mobile and office devices have been identified to be at or beyond their expected service life; and

WHEREAS, newer technology has reduced the cost of mobile devices while increasing reliability and portability; and

WHEREAS, The Hart Police Chief and staff have sought four competitive quotes to upgrade the legacy devices; and

WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

Accepts the competitive quotes to supply the necessary equipment to address the police department's current needs in the amounts of: $23,320.16-Patrol PC, $21,316.00-TKK Electronics, $21,274.00-Synnex, $20,860.00-Strategic Sourcing Inc.

Approves the Police Chief and City Manager to sign and execute related paperwork in pursuit of acquiring the quoted equipment from Strategic Sourcing Inc in the amount of $20,860.00

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 24, 2023.

Ayes: __ Nays: __ Absent: __

City of Hart Police Department

407 State Street Ph. (231)873-2488 Fax (231)873-0100 Hart, MI 49420-1259

Juan Salazar, Chief

TO: City of Hart Mayor, City Council and City Manager
FROM: Juan Salazar, Chief of Police
DATE: Thursday, October 5th, 2023

LAPTOP QUOTES

Items Requested: Four (4) Rugged Touchscreen Laptops, Full HD Display, with 32 GB total RAM, Intel Core i7 11th Gen, Windows 11 Pro. This includes two (2) docking in-car docking stations and four (4) in-office docking stations. Includes a three (3) year limited warrant. (This would eliminate out current desktop computers)

1.	Patrol PC	$23,320.16
2.	TKK Electronics	$21,316.00
3.	Synnex	$21,274.00
4.	Strategic Sourcing, Inc.	$20,860.00 (Includes five (5) year protection plus plan)

The difference between the four (4) quotes is between $2,500 to $500.

I recommend purchasing the laptops from Strategic Sourcing, Inc., totaling $20,860.00.

I want to thank you for your time, and if you have any questions, feel free to contact me.

Respectfully,

J. Salazar
Chief of Police
Hart Police Department

Advanced Electronic Design Inc
344 John Dietsch Blvd, Unit 2
North Attleboro, MA, US 02763
(508) 699-0458

DRAFT

SRC6A15340Z

QUOTE

 # QUO-10306
2023-07-21
Sales Agent: Kevin Hofner
Email: khofner@patrolpc.com

Attention		
Andrew Moore	kmoore@cityofhart.org	(231) 873-2488

Bill To	Ship To
MI - Hart PD 407 South State Street Hart, MI - 49420	MI - Hart PD 407 South State Street Hart, MI - 49420

Expiry Date	Shipping Rate	Payment Terms
2023-09-19	GROUND	NET 30

Item	Description	Type	Unit Price	Qty	Line Total
RH-M2	RhinoTab® M2 UltraRugged® Portable MDT (12.1" Sunlight Readable Display - 1200 NITS+, Projected Capacitive Touch Screen, Internal Battery, Ambient Light Sensor, WiFi 802.11 2.45GHz B/G/N/AC + BlueTooth, GPS, Front Camera and Rear Camera w/ Flash, Dual Digital Microphones, Stereo Speakers)	SALE	$3,645.00	4	$14,580.00
MotherBoard: MB-i5-RH-M2	RhinoTab® M2 Motherboard [i5]: Intel Core i5-5300U Processor (2.3GHz/2.7GHz, 3MB Cache, 2 Core, HD5500 Graphics, 2 USB 3.0 ports, 2 mPCIe half card slots, TPM v2.0)		INCLUDED		INCLUDED
RAM: RAM-16GB-DDR3	16GB DDR3-1600 RAM		$89.00		$356.00
Hard-Drive: SSD-250GB-NVMe	250GB M.2 NVMe SSD - 1GB = 1,000,000,000 bytes. Total usable memory will be less depending on actual system configuration		INCLUDED		INCLUDED
Operating System: OS-W10E64-RH-M2	Windows 10 IoT Enterprise 64 Bit Operating System for RhinoTab® M2 w/ CBB License		$209.00		$836.00
Overlay: OVR-S-RH-M2	M2 Standard Graphic Overlay Package		INCLUDED		INCLUDED
Bumpers: BMP-S-RH-M2	RhinoTab® M2 Shock-Absorbing Bumpers (Standard)		INCLUDED		INCLUDED
Carrying Method: CARRY-HANDLE-S-RH-M2	RhinoTab® M2 Side-Mount Rhino Handle		INCLUDED		INCLUDED
Warranty: WRNT-3YR-RH-M2	3 Year RhinoTab® M2 Computer Warranty (Tablet Only)		INCLUDED		INCLUDED
KBD-TG3-BLTXR-UCNNR-US	Rugged Backlit Keyboard - TG3 KBA-BLTX R 82 Key Rubber Membrane Backlit Red Illuminated Keyboard with Touchpad/Coiled Cord - 3 year manufacturer's warranty	SALE	$222.00	6	$1,332.00
RD-V2	Patrol PC® RhinoDock™ Low Profile Dock (Non-Configurable) - 1 10/100/1G Ethernet, 2 USB 3.0, 2 Always On USB 2.0, 4 RF Pass-Thru, 2 Ports for External Power Control and Ignition Sense. 10 AMP Fused Power Cable, 3 Year Warranty	SALE	$595.00	2	$1,190.00
Power Cable: CBL-PWR-6FT	6 FT Fused Power Cable		INCLUDED		INCLUDED
Warranty: WRNT-3YR-RD-M2	3 Year RhinoDock Warranty (Dock Only)		INCLUDED		INCLUDED
RD-V2	Patrol PC® RhinoDock™ Low Profile Dock (Non-Configurable) - 1 10/100/1G Ethernet, 2 USB 3.0, 2 Always On USB 2.0, 4 RF Pass-Thru, 2 Ports for External Power Control and Ignition Sense. 10 AMP Fused Power Cable, 3 Year Warranty	SALE	$595.00	4	$2,380.00

Power Cable: PWR-AC-15V-90W	90W A/C Power Adapter US Plug (100-250VAC in, 15VDC Out, 1 Year Manufacturer's Warranty)		INCLUDED		INCLUDED
Warranty: WRNT-3YR-RD-M2	3 Year RhinoDock Warranty (Dock Only)		INCLUDED		INCLUDED
MNT-VEH-TM-5502UDB-UNIB-E	Westin Tablet and Keyboard Mount with Two Telescopic Posts. 12" Tablet Post with G.R.I.P. Tilt/Swivel and Single Arm with Universal Display Bracket with VESA 75, VESA 100 & 2X4 Patterns (UDB-01). 10" Keyboard Post with G.R.I.P. Tilt/Swivel and Double Arm with Triple Pivot and Adjustable Tray for 12" Keyboard. Telescopic Mid Section with the Next Generation Under the Seat UNIBASE EVOLUTION (See list of vehicles) Chevrolet SUBURBAN, EQUINOX (2018-2020), Dodge CHARGER (2011+) and CARAVAN (2011+), Ford CROWN VICTORIA (1992-2012), EDGE (2013+), ESCAPE (2013+), EXPLORER (2020+), POLICE INTERCEPTORS SEDAN and UTILITY (2011+), EXPEDITION (2018+), TRANSIT CONNECT (2002-2020), FUSION (2013+), RANGER (2019+) & TRANSIT (2013+) (Specify Year of Vehicle) MPN#500-0001	SALE	$599.00	2	$1,198.00
MNT-TTS-TM-5104AP	Westin Tablet Mount with Universal Adaptor Plate with VESA 75, VESA 100 & 2X4 Patterns (AP-UNIV), G.R.I.P. Tilt/Swivel, 6" Telescopic Post, and 1/8"x6"x8" Flat Base (previously SM-1004) MPN#500-0188	SALE	$275.00	4	$1,100.00

☐ I have read and understood the following terms and conditions.

Will a matching PO be issued for this order? YES ☐ NO ☐

Printed Name: _____

Date of Approval: _____

_____

Signature of Approval

Subtotal:	$22,972.00
Shipping Cost:	$348.16
Total:	$23,320.16

Note:

For (1) 2022 PIU & (1) 2019 PIU

Optional Features
Intel i7 Processor $150
2D L-Tron/Honeywell Scanner for e-citations $353
Dual Sim Band 14 Certified Internal Modem $545
Integrated Flir Thermal Imaging Camera $750

Optional Extended Warranties (May be purchased anytime throughout existing warranty period)
4YR $463
5YR $618
6YR $926
7YR $1334

Terms & Conditions:

Sales tax, if applicable, will be invoiced in accordance with purchaser's tax rate. Unpaid balances accrue 1.5% interest per month.

TKK Electronics

Laura Rosenblum, Sales Rep
117 West Walker Street
Milwaukee, WI 53204

Quote Prepared For:
Hart Police
407 South State St.
Hart, MI 49420

Description
Panasonic FZ55 Semi Rugged Toughbook - i7-1185G7 Processor, 14" Full HD Gloved Multi Touch Display. 32 GB Memory 512 GB SSD Hard Drive, WIFI, Bluetooth, 4G Cedllular, GPS, Pass Thru, Backlit Keyboard, 3 Year Limited Warranty Havis Docking Station for FZ55 Panasonic 5 Year Protection Plus Warranty Panasonic FZ55 Port Replicator
Grand Total

Quote Information
As of 911/23

1

TKK Electronics
Laura Rosenblum, Sales Rep
117 W. Walker Street
Milwaukee, WI 53204

Quote Description

End user: Hart Police

SKU SYNNEX P/N	Mfg. P/N	Description
5363752	FZ-55FZ07PAM	Panasonic FZ55 Semi Rugged Toughbook - 17-1185G7Processor, 14" Full HD Gloved Multi Touch Display, 32 GB Memory, 512 GB SSD Hard Drive., WIFI, Bluetooth, Baclit Keyboard, 4G Cellular, GPs, Pass Thru, 3 Year Limited Warranty
4165502	HA-55LVDOL	Havis Intelligent Docking Station for FZ55 Toughbook with Dc Power
4067865	CF-SVCLTNF3Y	Panasonic 5 Year Protection Plus Warranty
4166309	FZ-VEB551U	Panasonic Port Replicator

Pricing Information

All prices are displayed in United States Dollars.

The above is not intended to be an offer, and the parties do not intend for the above terms to be a binding agreement among the parties with respect to the subject matter hereof.

Product, available inventory, additional fees and pricing data are updated frequently and may change without notice.

Quote # 14598-1

Part #	Unit Price	Quantity	Total Price to Customer
FZ-55FZ07PAM	$3,771.00	4	$15,084.00
HA-55LVDOL	$836.00	2	$1,672.00
CF-SVCLTNF5Y	$729.00	4	$2,916.00
FZ-VEB551U	$411.00	4	$1,644.00
			$21,316.00

Keith Mailhott
39 Pelham Ridge Drive
Greenville,SC 29615

External Comments	Price	Quantity		
	$3,762.00	4	$15,048.00	
	$849.00	2	$1,698.00	
	$730.00	4	$2,920.00	
	$402.00	4	$1,608.00	
		TOTAL	$21,274.00	

Strategic Sourcing, Inc.

6145 Scherers Place
Suite A
Dublin, Ohio 43016
p. 614-760-3990
f. 614-961-3598
www.stratsourcing.com

Quotation

Quote #	60451
Terms	NET 30
Contact	Juan Salazar jsalazar@cityohart.org 231-923-0696
Quote Date	3/30/2023
Expires	7/28/2023

Sales Rep: Howard Mandel
hmandel@stratsourcing.com
p. 513 310 5411

Customer
Hart Police
Juan Salazar
407 South State Street
Hart, MI 49420
UNITED STATES
231-923-0696
jsalazar@cityohart.org

Bill To
Hart Police
Accounts Payable
407 South State Street
Hart, MI 49420
UNITED STATES
231-923-0696

Ship To
Hart Police
407 South State Street
Hart, MI 49420
UNITED STATES
231-923-0696

Description	Customer PO	Contract	Ship Via
Hart PD - Panasonic FZ55 Laptop Quote - 3 30 23			FedEX Ground

Item	Mfg	Part #	Qty	Description	Price	Extended Price
1	Panasonic	FZ-55FZ07PAM	4	Panasonic Semi Rugged FZ55 TOUGHBOOK - 14" Gloved Miulti Touchscreen Full HD Display, Intel Core i7 11th Gen i7-1185G7 - 32 GB Total RAM - 512 GB SSD, Windows 11 Pro, WIFI, Bluetooth, 4G Cellular Modem, GPS, Dual Pass, Backlit Keyboard, 3 Year Limited Warranty	$3,730.00	$14,920.00
2	Panasonic	HA-55LVD0L	2	Havis Intelligent Docking Station for Panasonic FZ55 Toughbook with DC Power Supply	$810.00	$1,620.00
3	Panasonic	FZ-VEB551U	4	Panasonic Port Replicator - for Notebook	$380.00	$1,520.00
4	Panasonic	CF-SVCLTNF5Y	4	Panasonic Protection Plus - 5 Year - Service - Maintenance - Parts & Labor - Electronic and Physical	$700.00	$2,800.00

Sub Total:	$20,860.00
Shipping and Handling:	$0.00
Tax Rate: (0.000000)	$0.00
Total	**$20,860.00**

Totals may not include appropriate Taxes or Shipping Fees.
All prices are subject to change without notice. Supply subject to availability.
All Quotes and Pricing are Proprietary and Confidential.

RESOLUTION 2023-45
CITY COUNCIL
City of Hart, Michigan
Oceana County

APPROVE FORMATION OF HART PARKS AND RECREATION DEPARTMENT

WHEREAS, the City of Hart City Council is empowered with the ability to establish, maintain, and protect all cemeteries and parks together with improvements thereon and appurtenances thereto, owned or hereafter acquired by the City either within or without its corporate limits; and

WHEREAS, the City has outsourced the operations of John Gurney Park Campground for over 16 years to third party management providers; and

WHEREAS, the City will now create a Parks and Recreation Department and utilize yearly revenue from the campground to hire a Parks and Recreation Director to oversee both the operation of John Gurney Campground as well as all other parks and recreational facilities owned by the city; and

WHEREAS, the Parks and Recreation Department Director will work under the direction of the City Manager in cooperation with the City of Hart Park Committee to provide ongoing improvement, beautification, enrichment, and programming in all city owned parks and recreational property; and

WHEREAS, the City Council desires to secure the benefits of efficient self-governance and to promote and protect our common interests and welfare; and

NOW THEREFORE BE IT RESOLVED THAT THE CITY COUNCIL:

> *Approves the formation of The City of Hart Parks and Recreation Department and authorizes the city manager to proceed with posting a full-time Parks and Recreation Director position to provide the city with services not limited to but including the afore mentioned functions.*

Moved by _____, supported by _____, and thereafter adopted at the regular City of Hart City Council meeting on October 24, 2023.

Ayes: __ Nays: __ Absent: __

City of Hart
407 State Street
Hart, MI 49420

Proposal: City of Hart Parks and Recreation Department

Within the proposed City of Hart Parks and Recreation Department, the City of Hart Parks & Recreation Director would be responsible for overseeing strategic and operational management and development of city parks and open space preserves, as well as related recreational programs and services, and stewardship activities.

General Position Duties May Include:

- In cooperation with Park Board and City Council, Review and Update the Five-Year City of Hart Park and Recreation Plan as necessary
- Oversee parks and recreation operations including but not limited to facility and park management, use, access, infrastructure upgrades/improvements, programming, invasive species control, and all other parks stewardship-related functions
- Provide strategic and operational leadership, as well as serving as parks & recreation liaison with city departments, Hart City Council, and the public
- Coordinate with city economic and community development director, event planner, historic district, and new partners to leverage existing city resources to boost recreational programming
- In partnership with the DPW superintendent, DPW staff may support parks and rec activities. The Parks and Recreation director and staff may also support the DPW department with ongoing projects and initiatives as necessary
- Work with City Manager to prepare and monitor annual budget for Parks and Recreation Funds and request budget amendments as needed and prepare a Parks and Recreation five-year capital improvement plan
- Coordinate strategic planning for renovations, acquisition and/or expansion of parks and open space, and stewardship activities throughout the City of Hart
- Manage support staff, assign tasks, responsibilities, and projects. Evaluate overall department performance, resolve technical issues, and assure goals are communicated clearly, and achieved

Priorities:

- Create 5-year John Gurney Park Capital Improvement Plan
  - Identify essential repairs/upgrades
- Finish and adopt 5-year park and rec plan
- Assist Hart Heritage Preservation Group with re-envisioning Historic District Use and Revenue Opportunities
- Develop and document streamlined processes for all park operations
- Analyze existing city resources in pursuit of developing new programming in public spaces
- Engage local conservation districts, community stakeholders, and consultants to plan and deploy landscaping, tree, and lake/creek management plans for city properties
- Seek grant opportunities to expand park and recreation offerings in the City of Hart

Hart Parks and Recreation Department Budget Breakdown

New/Existing	Revenue Source	Anticipated Revenue	Expense Type	Expense amount	Notes
Existing	Site rental	$143,472			2022
Existing			Management Fee	$84,347	2022
Existing			City Staff Support	$3,070	2022
Existing			Utilities	$34,124	2022
Existing			Operational Supplies	$12,368	2022
	Total Revenue	***$143,472***	***Total Expenses***	***$133,909***	
			Net revenue	**$9,563**	

New/Existing	Revenue Source	Anticipated Revenue	Expense Type	Expense amount	Notes
Existing	Site rental	$143,472			2022
New			Wages & Benefits	$87,550	
Existing			City Staff Support	$3,070	2022
Existing			Utilities	$35,318	2022 + 3.5%
Existing			Operational Supplies	$12,400	
New			Landscaping	$10,000	
New			Consumables	$5,000	
New	Retail Sales	$10,760			Avg 5%-10%
New	Rentals	$4,500			
New	Seasonal Utility Fee	$14,127			Proposed
New	Host Camper x 2			$7,800	Proposed
	Total Revenue	***$172,859***	***Total Expenses***	***$161,138***	
			Net Revenue	**$11,721**	