

- Present: Matt Cavalli, Tricia Edgell, Mary Gustas, Juan Ortiz, Takara Page, Shawn Premer, Eric Stewart, Beth Washington, Ann Woolley
- Absent: Russell Lauderdale, Carla Sones
- KVCC: Rachel Bair, Craig Jbara, Tracy Labadie, Kate Miller, Tom Sutton
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1. Acceptance of Agenda
  - a. The agenda was accepted as written
  
2. Approval of Minutes
  - a. The minutes of the October 01, 2021 meeting were approved as written
  
3. Grant Updates
  - a. Kate Miller presented the following grant update
    - i. MiLEAP awarded KVCC Groves Campus funding for free short term training for those displaced by Covid19 or other barriers. This grant would fund an accelerated program for people displaced by Covid19 or others who have faced barriers to employment.
      - Currently interviewing to fill two positions for support this program; a Program Navigator and a Program Manager.
      - Focusing on two fields of interest: manufacturing and health careers
        - a. Running in to a barrier hiring an instructor for the CNA academy due to a state-wide shortage in qualified instructors as well a wage barrier.
      - Working with the Northside Neighborhood Association to bring this training directly to the students in their own neighborhoods.
      - Currently developing modules for medical coding and billing, with a focus on an academy format, working on that launch.
        - a. This program would be held at Northside Association for Community Development.
      - The decision was made to move forward without the open positions being filled due to high need.
      - Discussion of KRESA EFE program - a new cohort started on January 24<sup>th</sup>
      - Looking to employers for their support by continuing to validate the curriculum and hire completers.
  - b. Rachel Bair presented the following grant updates
    - i. The USDA Local Food Promotion Grant from USDA Agricultural Marketing Service promotes the sale of local and regionally produced food products.
      - KVCC Food Innovations Center had been awarded this grant in 2018 but was awarded a one year extension due to Covid19 interruptions. The remaining funding will be used for the purchase of a corn kernel



- removing machine as well as other equipment to help increase output and capacity.
- FIC received a continuation grant in 2021 that will also fund a Food Systems Education Program Manager to help build out the capacity for training technical support for farms and food providers. A pilot training for farmers is scheduled in March and focuses on how to effectively supply early childhood education centers
- ii. A USDA Agriculture Food Research Initiative grant providing funding for a three year buildout for Sustainable Horticulture program. The FIC is currently one year in to that grant with incredible progress.
- Working on taking a certificate of achievement and associates degree program to Course and Curriculum Committee for review. The program is expected to launch in fall 2023, and there will be noncredit offerings aligned with the program content.
4. Kate Miller presented the following Career and Continuing Education updates:
- a. Currently offering The Learning Kitchen: The Middle School Edition which is a virtual learning class with weekly grocery pickup so the students can cook along at home.
    - i. This class sold out in three hours and has about 50 people on the waitlist which demonstrates the demand for youth culinary education.
  - b. Offering an Implicit Bias Training in June 2022, which is required now for the majority of health care workers.
    - i. Additional interest from faculty so there will be a meeting in February to discuss this further.
  - c. Lamaze training will be offered this year.
  - d. Future of Hip Hop is another new class that will be offered this year.
  - e. Unlocking Memory had to be rescheduled due to Covid19.
  - f. Cannabis Certification programs will launch on February 15, 2022.
  - g. The Phlebotomy program started on January 18 with a smaller academy class
    - i. Will be looking in to recruitment methods.
  - h. Targeting February 2022 for a Patient Care Academy but this program lost another instructor.
  - i. The KVCC Nursing Program has now integrated the community culinary training in to their pharmacology program.
  - j. WMED program beginning in January 2022
  - k. Demand for Corporate Training classes has increased.
    - i. Internal instructors are at full capacity until next quarter.
    - ii. The Going Pro awards were just announced so volume should continue to increase.
    - iii. Currently working with the Office of Community Corrections to replace the Momentum Program with a new program called Marketing Yourself for Manufacturing which has some soft skills training bundled with mechatronics academies.
  - l. Melody Woods is keeping office hours every Friday at the Kalamazoo Defenders office, assisting community members with questions regarding FAFSA, applications, Reconnect Program, etc.



5. Tom Sutton provided the following Technical Training Services updates
  - a. Collaborating with Corporate Training
    - i. Expanding programs to include human interface programs such as touch systems on machines.
    - ii. Heavily supporting the MiLEAP grant funding for CNC program.
  - b. The 24<sup>th</sup> Wind Turbine Technician Academy graduated on December 17, 2021.
    - i. Some of the graduates from previous classes are now working in the new US offshore market and two from the previous classes are working in Europe.
  - c. The 25<sup>th</sup> academy for Wind Turbine Technician Academy started on January 4, 2022.
    - i. Phase 1 for the Saginaw Chippewa Tribe of Michigan has been completed; resolving safety issues for their wind turbine.
    - ii. Phase 2 and 3 will provide an educational opportunity for the WTTA25 students who will be able to qualify for some of their competencies by assisting in the rebuild of the turbine's electrical system.
  - d. In collaboration with BZEE, teacher training for instructors from Australia has been scheduled for the 3<sup>rd</sup> quarter.
  - e. Vietnam and Japan have also reached out seeking BZEE instructor training.
  - f. Support provided for credit programs such as CAD classes.
  - g. Currently interviewing instructors for the open position with at least one highly qualified candidate identified.
  - h. Joshua O'Keefe is in the process of developing a training program for a Telecommunications Academy – boot camp format.
  - i. A high demand for safety and compliance training for municipalities
    - i. In 2021, multiple companies reached out for safety training or assessing training needs for MIOSHA such as hearing protection awareness, first aid training, fire awareness, etc.
6. Rachel Bair provided the following Food Innovations Center (FIC) updates
  - a. Sales for the Valley Food Hub are up 20% over where it was in 2021. It has not returned to pre-pandemic levels.
  - b. A strong set of community courses are being offered this spring such as beekeeping classes, mushroom cultivation, urban homesteading, as well as horticulture classes.
  - c. Currently undertaking a one year project to explore and clarify the role of the FIC in community gardens and urban farming in the Kalamazoo community.
    - i. The need for this assessment was identified by the multiple types of requests submitted to the FIC for help in local urban farming and gardening projects. We need to define what we do and what we don't do in this area.
    - ii. A new position has been created to assist with this assessment.
7. Craig Jbara presented the following Law Enforcement Training Department updates
  - a. The 2021 Police Academy had 100% graduation and 100% job placement with 27 cadets.
  - b. The new Police Academy began on January 24, 2022 with 25 cadets.
    - i. Implicit bias and social awareness training continues to be well received.
    - ii. One cadet is Watersmeet MI, which is about eight hours away and shows we have high demand for our unique program.



- c. The Corrections Academy starts on February 14, 2022.
8. Board Discussion
    - a. Juan Ortiz spoke positively about working with the Community Culinary department on cooking classes for blind students ... he is interested in scheduling future training in summer of 2022.
    - b. Eric Stewart spoke in regards to the new training center to be opened in 2024.
      - i. Progress has been made by hiring a construction manager; expecting a large 70,000 square foot facility.
      - ii. Expressed interest in collaborating with KVCC's Groves Campus in regards to programming that can be taught at the new site.
      - iii. Critical window is the next 5-6 months due to design schematics.
      - iv. Discussion regarding articulating student pathways.
    - c. Discussion of Water Treatment facilities that had been requesting training.
      - i. Instructor capacity turned out to be a key barrier to implement training.
  9. Craig Jbara requested agenda items for the next CACT Meeting.

**Next Meeting: April 8, 2022**  
**Kalamazoo Valley Groves Campus (or *Virtually through Zoom*)**  
**7107 Elm Valley Drive | Kalamazoo MI 49009**

