



**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

June 19, 2014

The Macomb/St. Clair Workforce Development Board met Thursday, June 19, 2014 at the Voyageur Restaurant, 525 S Riverside, St. Clair, MI with the following members present:

(✓ denotes private sector):

AT ROLL CALL:

- | | |
|---------------------|-------------------|
| ✓ Patricia Anger | ✓ Peter Keating |
| John Bozymowski | Ken Lampar |
| Dan Casey | ✓ Mary Matuja |
| ✓ Hannah Costello | ✓ William Morelli |
| ✓ Ann Forster | Rick Niedieck |
| ✓ Patti Gendernalik | Valerie Nunn |
| ✓ Carl Gervason | ✓ Charles Shaw |
| ✓ Virginia Gronley | |

ARRIVALS AFTER QUORUM CALLED:

Maria Kokas

MEMBERS ABSENT:

- | | |
|-------------------|------------------|
| Ken Austin | Mike Moran |
| ✓ Lori Bianco | William Peterson |
| Deborah Bouts | Gary Polulak |
| ✓ Carter Hitesman | Erin Smith |
| ✓ Mike Kramer | Mike Wiegand |
| ✓ Dominic LaRosa | |

OTHERS PRESENT:

John Bierbusse
Scott Palmer

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1. Call to Order

Chairman Keating called the meeting to order at 4:05 p.m.

2. Roll Call

Roll call taken with 15 members present.

3. Approval of Previous Minutes

PATRICIA ANGER MOVED TO APPROVE THE MINUTES OF MAY 22, 2014 AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Keating thanked all for attending.

5. Committee Reports

A. Education & Adult Programs Committee

1. Meeting of June 12, 2014

a. Recommendation to Approve PY'14 Wagner-Peyser Employment Service Plan

Mr. Bozymowski reported that the Employment Service plan provides assurances to the State that the board will comply with the prescribed minimum standards. Core services allow for registration in the Talent Connect system; provides workshops and one-on-one assistance; provides the disabled access to computer work stations; cooperates with the Unemployment Insurance Agency; provides re-employment services to profiled customers with a history of long-term unemployment; and assures veterans will continue to be a priority. The allocation for program year 2014 is \$1,446,372 with \$162,500 targeted for administration. Additional dollars will be provided through carry-in dollars from the past year of the now defunct Emergency Unemployment Compensation program to assist in offsetting costs.

WILLIAM MORELLI MOVED TO APPROVE THE PY'14 WAGNER-PEYSER EMPLOYMENT SERVICE PLAN AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve PY'14 Sr Community Service Employment Program Plan

The Senior Community Service Employment Program provides training and work opportunities to economically disadvantaged customers ages 55+ who are not job ready. These individuals are paid the current minimum wage of \$7.40 per hour and are allowed a 19-hour work week. Minimum wage will be increasing to \$8.15 on September 1st.

Participants are placed in non-profit organizations and can participate in the program for a maximum of 48 months. The program services customers from Macomb, St. Clair, Monroe and Oakland counties. There are 72 positions available with a budget of \$686,692.

PATRICIA ANGER MOVED TO APPROVE THE PY'14 SR COMMUNITY SERVICE EMPLOYMENT PROGRAM PLAN AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Submit Application for Ready to Work Grant

The Ready to Work grant released by the US Department of Labor provides between \$3 million and \$10 million grants for proposals designed to assist American qualified workers who have been out of the workforce for 27 weeks or more to enter H-1B occupations consisting of manufacturing, health care, and information technology. The local proposal was drafted by staff on behalf of the seven Michigan Works Agencies and nine community colleges in southeast Michigan targeting approximately 1,065 veterans and long-term unemployed qualified workers who need new credentials in their respective fields. This is a 48-month grant.

Michigan veterans suffer the second highest unemployment rate in the nation at 10.2% and it is anticipated that the program will assist veterans in reintegrating into the workforce. Staff will work with veterans

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agencies. The Michigan Works service centers house veteran representatives who will assist in recruiting for the program.

The proposal is being submitted for \$10 million with the majority of funds dedicated to training. Key partners include not only the southeast Michigan Works Agencies and community colleges, but also the Workforce Intelligence Network (WIN); the Council on Adult and Experiential Learning (CAEL); the Workforce Development Agency State of Michigan, Veterans Services Division; and local employers.

Mr. Bierbusse reported further that there is great interest for this project for both partners and local employers. The community colleges will be key players in the success of the program. Military training credit will be incorporated into training for veterans to expedite receipt of credentials. Staff anticipates a response to the grant submission by September.

MARY MATUJA MOVED TO APPROVE SUBMISSION OF THE READY TO WORK GRANT AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

d. Informational

i. Plant Closure Report

Mr. Bozymowski reported that General Dynamics Land Systems announced the layoff of 140 workers on June 6th. The majority are engineers along with a small number of administrative professionals. The company has agreed to distribute Michigan Works informational packets and will be forwarding resumes to staff. Plans are taking place for an invitation only job fair and workers will be contacted through a mailing compiled by Michigan Works staff and distributed to workers by General Dynamics.

At this time, staff have been contacted by 26 of the laid off employees who are being encouraged to contact their colleagues and ask them to get in touch with Michigan Works. If a larger segment of the 140 workers are convinced to contact us, staff will arrange a job fair that will attract a good number of employers. Staff have been contacted by various employers including Chrysler, Trillium Technical, SRG Global, and Dow Chemical, who may be interested in hiring some of these workers. Their resumes have been forwarded to these companies. Employees have also been invited to come to service centers to take part in services aimed at *job ready* participants.

Mr. Keating announced the layoff was due to elimination of a DOD program and took this opportunity to thank the Michigan Works staff who have helped during this transition.

ii. Success Stories

The April issue of "Telling Our Story" newsletter is circulated internally and will be forwarded to state representatives, commissioners, and other organizations of interest. It is also posted on the board's website and Facebook page.

B. Administrative Committee

1. Meeting of June 12, 2014

a. Recommendation to Approve PY'14 Michigan Works Service Centers Support Budget

Mrs. Matuja announced that this is a separate allocation provided by the State to support the infrastructure of the local service centers that provide Workforce Investment Act services. The new allocation was just received. The budget is comprised of the allocation and contributions from both WIA adult and WIA dislocated worker programs. The budget totals \$512,596.

CHARLES SHAW MOVED TO APPROVE THE PY'14 MICHIGAN WORKS SERVICE CENTERS SUPPORT BUDGET AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Modify PY'13 WIA Adult Program Budget

Minor adjustments were made to budgets to accommodate the end of the 2013 program year. The

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contribution to information, technology & computerization increased by \$5,000 while carry-in to the new year decreased. Increases were made for classroom training and customer outreach line items. The revised budget totals \$ 3,126,032.

CARL GERVASON MOVED TO MODIFY THE PY'13 WIA ADULT PROGRAM BUDGET AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Modify PY'13 Dislocated Worker Training/National Emergency Grant Budget

National Emergency Grant funds are dollars set aside through the Workforce Investment Act to serve those who are long-term unemployed. The federal government holds 20% of funds to address national emergencies. Macomb/St Clair has three partner Michigan Works Agencies involved with this program who have not been active in using this program. The majority of funds have remained with Macomb/St Clair and are being used for local customers. The revised budget totals \$226,933.

JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'13 DISLOCATED WORKER TRAINING/NATIONAL EMERGENCY GRANT BUDGET AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to Modify PY'14 WIA Youth Program Budget

Minor adjustments were made to line items within the budget. With the increase of work-based activities for older youth, wages and fringe benefits were revised accordingly. Other services for this population were also revised. The amended budget remains at \$2,733,168.

VIRGINIA GRONLEY MOVED TO MODIFY THE PY'14 WIA YOUTH PROGRAM BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.

e. Recommendation to Modify PY'13 Administration Budget

This budget is derived from contributions from the three WIA programs and supports the staff who work solely within those programs. The amount of carry-in was reduced to accommodate the increase of fringe benefit costs. The budget totals \$387,450.

CARL GERVASONN MOVED TO MODIFY THE PY'13 ADMINISTRATION BUDGET AS PRESENTED; SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.

f. Recommendation to Modify PY'13 Wagner-Peyser Employment Service Budget

The primary function of the Wagner-Peyser Employment Services program is to assist the unemployed in returning to the labor force. Revenues remain the same with a decrease to carry-in into 2014. Customer outreach, building leases, and employment service provider line items received minor increases. The revised budget totals \$1,693,121.

JOHN BOZYMOWSKI MOVED TO MODIFY PY'13 WAGNER-PEYSER EMPLOYMENT SERVICE BUDGET AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

g. Recommendation to Modify PY'13 Administrative Cost Pool Budget

The administrative cost pool is derived of contributions from all programs to support the cost of operating the system. While revenues remain the same, carry-in to the next year was increased by \$35,700. Line items were adjusted accordingly. The revised budget totals \$1,268,375.

WILLIAM MORELLI MOVED TO MODIFY THE PY'13 ADMINISTRATIVE COST POOL BUDGET AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

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h. Recommendation to Modify PY'13 Information Technology & Computerization Budget

Various budgets contribute to the information technology and computerization budget. This budget supports both the IT *and* Management Information staff, along with IT equipment purchases. With the demise of Microsoft XP support, new computers will be required in the near future. The revised budget totals \$671,500.

WILLIAM MORELLI MOVED TO MODIFY THE PY'13 INFORMATION TECHNOLOGY & COMPUTERIZATION BUDGET AS PRESENTED; SUPPORT BY VIRGINIA GRONLEY. MOTION CARRIED UNANIMOUSLY.

i. Recommendation to Modify PY'13 Capacity Building Budget

The state has set aside dollars which was distributed to four Michigan Works Agencies in order to pass through in the support of the Michigan Works Association. The association provides training to staff for all aspects of Workforce Investment Act policies. The budget increased by \$10,000 to bring the revised total to \$98,750.

JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'13 CAPACITY BUILDING BUDGET AS PRESENTED; SUPPORT BY MARIA KOKAS. MOTION CARRIED UNANIMOUSLY.

j. Informational

i. FY'14 TAA Expenditure Report

The fiscal year 2014 report reflects a significant funding decline as demand for these services is slowly dissipating due to an improving economy. Currently, \$1,118,321 has been expended compared to \$2,096,097 at this time last year

ii. WIA PY'13 Third Quarter Performance Report

Third quarter WIA performance for Program Year 2013 shows that adult performance levels have exceeded two standards; one met with no incentive; and one failed. The failure of the employment and credential rate will be pursued through follow-up of these individuals who may or may not have received credentials that have yet to be recorded into the system. Some adult customers may have opted out of training to return to employment prior to completion of their training program.

The dislocated worker performance levels reflect three standards being exceeded and one met with no incentive. The older youth performance levels reflect all four standards being exceeded; the three younger youth standards were exceeded; customer participant satisfaction was exceeded; and employer satisfaction was met with incentive.

C. Education Advisory Group

a. Recommendation to Approve Perkins Grant Application

Scott Palmer presented the 2014-2015 Career Technical Education Perkins Grant to the board designed to serve students in both Macomb and St. Clair counties. This is an annual submission where priority is given to special at-risk student populations. He noted that evaluation and assessment now takes up a larger portion of the budget through a State mandate. The focus is on mathematics, reading and career development. There has been a slight decrease of funds this year amounting to \$1.6 million due to formula allocation based on the number of students ages 5 through 17 within the two counties. Mr. Palmer was unclear whether the impending regional prosperity regions will affect the Perkins grant.

MARY MATUJA MOVED TO APPROVE THE 2014-15 PERKINS GRANT APPLICATION AS PRESENTED; SUPPORT BY MARIA KOKAS. MOTION CARRIED UNANIMOUSLY.

6. Executive Director's Report

Mr. Bierbusse discussed further the Ready to Work grant submission noting the request is for \$10 million for the southeast Michigan area. Partner agencies will continue to seek out private sector employers willing to participate. Employers are very cognizant of rehiring veterans and are excited to join this new initiative.

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Dan Casey announced that the EDA is preparing a veterans job fair anticipated in October.

7. Other Business

There was no other business.

8. Hearing of the Public

There was no hearing of the public

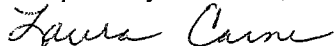
9. Scheduling of Next Meeting

The next general meeting is scheduled for 3:00 p.m., Thursday, August 28, 2014 at the Clinton Township Michigan Works Office. Members will be notified.

10. Adjournment

MARY MATUJA MOVED TO ADJOURN; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 4:55 p.m.

Respectfully submitted,



Laura Carne
Recording Secretary