



**MINUTES OF THE  
WORKFORCE DEVELOPMENT BOARD**

May 22, 2014

The Macomb/St. Clair Workforce Development Board met Thursday, May 22, 2014 at the Michigan Works Office, 43630 Hayes Road, Clinton Township, MI with the following members present:

(T denotes private sector):

**AT ROLL CALL:**

T Patricia Anger  
Ken Austin  
T Lori Bianco  
Deborah Bouts  
Dan Casey  
T Ann Forster  
T Patti Gendernalik  
T Carl Gervason

T Virginia Gronley  
T Carter Hitesman  
T Peter Keating  
Maria Kokas  
T Dominic LaRosa  
William Peterson  
Erin Smith

**ARRIVALS AFTER QUORUM CALLED:**

**MEMBERS ABSENT:**

John Bozymowski  
T Hannah Costello  
T Sarah Herhilar  
T Mike Kramer  
Ken Lampar  
T Mary Matuja  
Mike Moran

T William Morelli  
Rick Niedieck  
Valerie Nunn  
Gary Polulak  
T Charles Shaw  
T Mike Wiegand

**OTHERS PRESENT:**

John Bierbusse



**Macomb/St. Clair Workforce Development Board  
May 22, 2014**

**1. Call to Order**

Chairman Keating called the meeting to order at 3:10 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 APRIL 24, 2014 AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

**4. Chairperson's Report**

Mr. Keating thanked all for attending. He announced the date and time for the June general meeting has been scheduled for June 19<sup>th</sup> at 4:00 pm at The Voyageur restaurant in St. Clair.

**5. Committee Reports**

**A. Education & Adult Programs Committee**

1. Meeting of May 15, 2014

**a. Recommendation to Approve Job Driven National Emergency Grant Prosperity Region 10**

Ms. Gronley reported that the U S Department of Labor retains 20% of WIA dislocated worker dollars for national emergency grants. The federal government will be releasing up to \$6 million per state. Therefore, the State of Michigan has asked all prosperity regions to submit a request that can be combined for one application to the federal government. This board offers services in two of the proposed prosperity regions and will submit two separate requests for consideration. The executive director was contacted and agreed to take the lead for both region 10 and region 6. Thirty percent (30%) of funds will be directed to work-based activities including customized training and on-the-job training and the remaining 70% is directed to support services, case management, and classroom training opportunities. The target population is identified as veterans and long-term unemployed.

Region 10 covers four Michigan Works areas: Macomb, Oakland, Wayne counties and the City of Detroit. If the request is approved, each area will receive \$600,000 for a total request of \$2.4 million. Since the Macomb/St Clair Workforce Development Board will be administering the grant, partners will be required to provide a 3% administration fee. The program will operate through June 30, 2016 and provide services to 328 participants.

**DAN CASEY MOVED TO APPROVE SUBMISSION OF THE JOB DRIVEN NATIONAL EMERGENCY PROSPERITY REGION 10 GRANT TO THE STATE OF MICHIGAN AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.**

The executive director clarified that if the State is awarded a federal grant, modification to the plan may be required once actual dollar amounts are awarded.

**b. Recommendation to Approve Job Driven National Emergency Grant Prosperity Region 6**

Region 6 covers three Michigan Works area which include seven counties: Genesee, Huron, Lapeer, Sanilac, Shiawassee, St. Clair and Tuscola. This area will also target veterans and long-term unemployed. A total request will be made for \$1.4 million and each area will be required to contribute to the administration of the program. St. Clair County will receive \$400,000; Genesee/Shiawassee will be provided \$750,000 and the Thumb area will be allotted \$250,000. It is anticipated to service 270 participants. If the state request is approved, these plans may need to be adjusted depending on the amount awarded to each prosperity region.

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**WILLIAM PETERSON MOVED TO APPROVE SUBMISSION OF THE JOB DRIVEN NATIONAL EMERGENCY PROSPERITY REGION 6 GRANT AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.**

**c. Informational**

**i. PY'14 WIA Adult & Dislocated Worker Service Plans**

Classroom training participant projections for both adults and dislocated workers for the 2014 program year beginning July 1<sup>st</sup> were reviewed. The numbers reflect the traffic flow of the five offices and are assigned accordingly. Due to the high completion rate of participants this past year, enrollment numbers are projected to increase even with a decline in funding. Currently, there are 130 adults and 79 dislocated workers enrolled and receiving classroom training services. Staff anticipates enrolling 179 adults and 310 dislocated workers into classroom training programs and 75 adults and 65 dislocated workers into on-the-job training opportunities by the end of the program year. Additional funds may be received throughout the course of the year for the Dislocated Worker program through National Emergency Grants.

**ii. Plant Closure Report**

Ms. Gronley reported one closure. Impco Technologies Inc of Sterling Heights has become certified for Trade Adjustment Assistance benefits. Three workers are affected. Since only one of the three workers resides locally, individual worker orientations are being scheduled.

**iii. Update on Prisoner Re-entry Program**

A 3-year comparison of services provided to parolees reflect changes over the past three years that have resulted in shifts in funding, services, and the number of referrals. Categories consist of five areas which include housing, employment readiness services, social support, health & behavioral health, and operations support. The impact statements for each category explained further the various changes over the past three years. Graphs for both counties reflect shifts in funding and authorized services. The Department of Corrections has extended the local contract through March 31, 2015 while they prepare a Request for Proposal for future release. Since Macomb/St Clair is the only MWA in Prosperity Regions 6 and 10 operating the prisoner re-entry program, the board may wish to reconsider whether they should continue once the prosperity regions are enforced as the caseload may increase substantially.

**iv. Success Stories**

A recent policy requires staff to report success stories monthly from each of the five service centers. As a result, the newsletter "Telling Our Story" was created and is published monthly. The 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. Members received a copy in their packet.

**B. Administrative Committee**

**1. Meeting of May 8, 2014**

**a. Recommendation to Approve PY'14 WIA Adult Program Budget**

Mr. Gervason reported that the Workforce Investment Act programs have been reduced at the federal level, which impacts all local programming. Formula distribution has been approved at the state level.

Therefore, the adult program allocation has been reduced \$221,183 for program year 2014. Reductions were made to carry-in, administrative costs and information technology/computerization revenues. Classroom training funds will be reduced while on-the job training will see an increase. The budget totals \$2,592,984.

**WILLIAM PETERSON MOVED TO APPROVE THE PY'14 WIA ADULT PROGRAM BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.**

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**b. Recommendation to Approve PY'14 WIA Dislocated Worker Program Budget**

The initial 2014 allocation is slightly increased; however, carry-in was lower than the previous year. This budget will see small increases throughout the year and it is anticipated that the budget will recover to the same level at year end. Any additional dollars will be directed to customer training. The budget totals \$3,016,948.

**DEBORAH BOUTS MOVED TO APPROVE THE PY'14 WIA DISLOCATED WORKER PROGRAM BUDGET AS PRESENTED; SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.**

**c. Recommendation to Approve PY'14 Youth Program Budget**

While the youth allocation has declined \$226,981, staff expects to continue current service levels to those enrolled through the youth program this year. Future services will be reviewed as budget reductions continue. The budget totals \$2,559,238.

**PATRICIA ANGER MOVED TO APPROVE THE PY'14 WIA YOUTH PROGRAM BUDGET AS PRESENTED; SUPPORT BY VIRGINIA GRONLEY. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to Approve PY'14 Administration Budget**

This budget is derived from contributions from the three WIA programs and supports the staff who work solely within those programs. The budget totals \$388,040.

**WILLIAM PETERSON MOVED TO APPROVE THE PY'14 ADMINISTRATION BUDGET AS PRESENTED; SUPPORT BY VIRGINIA GRONLEY. MOTION CARRIED UNANIMOUSLY.**

**e. Recommendation to Approve PY'14 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. Last year an award of \$457,111 was given to Macomb/St. Clair for a 2-year period; \$370,700 will be carried in to the 2014 program year. After a contribution of \$25,900 to the administrative cost pool, there remains \$344,800 for customer services. The executive director clarified that the previous NEG/OJT grant was spent allowing for the large carry-in to 2014.

**VIRGINIA GRONLEY MOVED TO APPROVE THE PY'14 DISLOCATED WORKER TRAINING/NATIONAL EMERGENCY GRANT BUDGET AS PRESENTED; SUPPORT BY MIKE WIEGAND. MOTION CARRIED UNANIMOUSLY.**

**f. Recommendation to Approve Wagner-Peyser Employment Service Budget**

The primary function of the Wagner-Peyser Employment Services program is to assist the unemployed in returning to employment. There is a slight decrease in the allocation; therefore carry-in to the next year will be reduced. The budget totals \$1,482,900.

**WILLIAM PETERSON MOVED TO APPROVE THE WAGNER-PEYSER EMPLOYMENT SERVICE BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.**

**g. Recommendation to Approve PY'14 Senior Community Service Employment Program Budget**

Macomb/St. Clair is the sole Michigan Works Agency to operate the Senior Community Service Employment Program. These services are provided throughout the remainder of the state by the Area Agency on Aging. The local program serves not only Macomb and St. Clair eligible customers, but also those low income seniors in Oakland and Monroe counties. The allocation was increased this year by \$19,052. The budget totals \$619,692 to serve 72 customers.

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**DEBORAH BOUTS MOVED TO APPROVE THE PY'14 SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.**

**h. Recommendation to Approve PY'14 SYEP Foster Care Budget**

The Chafee Act is providing \$72,000 to serve foster care youth ages 14-18. These young people will be incorporated into the WIA summer youth program anticipating 45 enrollments. The budget totals \$65,000.

**DEBORAH BOUTS MOVED TO APPROVE THE PY'14 SYEP FOSTER CARE BUDGET AS PRESENTED; SUPPORT BY KEN AUSTIN. MOTION CARRIED UNANIMOUSLY.**

**i. Recommendation to Approve PY'14 Information Technology & Computerization Budget**

Various budgets contribute to the information technology and computerization budget. This budget supports the IT staff along with IT equipment purchases. With the demise of Microsoft XP support, new computers will be required in the near future. Staff is researching to determine the number of affected computers requiring upgrades or replacement. The budget totals \$664,000.

**VIRGINIA GRONLEY MOVED TO APPROVE THE PY'14 INFORMATION TECHNOLOGY & COMPUTERIZATION BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.**

**j. Recommendation to Approve PY'14 Administrative Cost Pool Budget**

The administrative cost pool is derived of contributions from all programs to support the cost of operating the system. This budget reflects a \$117,525 reduction from last year for a total of \$1,186,550.

**PATRICIA ANGER MOVED TO APPROVE THE PY'14 ADMINISTRATIVE COST POOL BUDGET AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

**k. Recommendation to Modify PY'13 Michigan Works Service Center Support Budget**

This is a separate allocation provided by the State to support the infrastructure of the local service centers providing WIA services. The allocation has doubled and contributions from the WIA dislocated worker and adult programs reduced requiring a budget modification. The revised budget totals \$525,426.

**PATRICIA ANGER MOVED TO MODIFY THE PY'13 MICHIGAN WORKS SERVICE CENTER SUPPORT BUDGET AS PRESENTED; SUPPORT BY PATTI GENDERNALIK. MOTION CARRIED UNANIMOUSLY.**

**l. 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. Currently, \$1,012,211 has been expended compared to \$1,856,909 at this time last year.

**6. Executive Director's Report**

Mr. Bierbusse elaborated further on the prosperity regions and the Governor's goals for workforce development, which includes reducing the number of Michigan Works Agencies (MWA), allowing no single county to remain a Michigan Works Agency, and no MWA will be part of more than one regional prosperity area. Major changes to the system are expected during the next year or two in the way MWAs will be reorganized. The board composition will be revised and the Governor will have more authority to determine the make-up of the various MWAs to align them with established economic development areas. These changes will become effective July 1, 2016. Changes will begin phasing in beginning July 1, 2015.

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A handout of the Michigan Talent Districts was distributed clearly showing the division of Macomb and St. Clair counties. Members noted that elections could have an impact on the composition of proposed Talent Districts.

Dan Casey reported that the St. Clair County Commission is not in agreement with the current Talent District composition and does not wish reassignment to the region 6 Thumb area. The majority of citizens in St. Clair County who travel for work use the I-94 corridor to access employment and travel to Macomb, Oakland or Wayne counties.

Mr. Bierbusse also informed the board that the House and Senate have reached an agreement for the reauthorization of WIA. The bipartisan bill for the newly-named Workforce Innovation and Opportunity Act is expected to pass.

**7. Other Business**

Dan Casey announced that a regional job fair for veterans is in the planning stages through the Veterans Affairs office. The target date is November 12, 2014 at the Double Tree Hotel in Port Huron. Members will be kept informed.

**8. Hearing of the Public**

There was no hearing of the public

**9. Scheduling of Next Meeting**

The next general meeting is scheduled for 4:00 p.m., Thursday, June 19, 2014 at The Voyageur restaurant in St. Clair. Members will be notified.

**10. Adjournment**

**WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.** The meeting adjourned at 3:55 p.m.

Respectfully submitted,

Laura Carne  
Recording Secretary