

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

October 23, 2014

The Macomb/St. Clair Workforce Development Board met Thursday, October 23, 2014 at the Clinton Township Michigan Works Service Center with the following members present (denotes private sector):

AT ROLL CALL:

Deborah Bouts	✓ Mike Kramer
John Bozymowski	✓ Ken Lampar
Thelma Castillo	✓ Dominic LaRosa
✓ Hannah Costello	✓ William Morelli
✓ Ann Forster	✓ Troy Piper
✓ Sharise Gavliniski	✓ Charles Shaw
✓ Carl Gervason	Erin Smith
✓ Virginia Gronley	
✓ Peter Keating	

ARRIVALS AFTER QUORUM CALLED:

MEMBERS ABSENT:

✓ Pat Anger	Mike Moran
Ken Austin	Rick Niedieck
Dan Casey	Valerie Nunn
✓ Patti Gendernalik	William Peterson
✓ Carter Hitesman	Gary Polulak
Maria Kokas	✓ Mike Weigand
✓ Mary Matuja	

OTHERS PRESENT:

John Bierbusse

Gina Ludwig – Warren Mayor's
office

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1. Call to Order

Chairman Keating called the meeting to order at 3:05 p.m.

2. Roll Call

Roll call was taken with 16 members present (12 private sector)

3. Approval of Previous Minutes

DOMINIC LAROSA MOVED TO APPROVE THE MINUTES OF September 25, 2014 AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Chairman Keating informed board members that Laura Carne, retired Board Secretary, has been invited to the December 4th dinner meeting. Board members were given the opportunity to contribute to a gift of appreciation for her many years of service.

5. Election of Officers

William Morelli opened the floor to nominations for the election of officers.

CHARLES SHAW NOMINATED CARL GERVASON FOR CHAIR; SUPPORT BY DOMINIC LAROSA. Mr. Gervason accepted the nomination as there were no other nominations. **CARL GERVASON WAS UNANIMOUSLEY ELECTED AS CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.**

DEBORAH BOUTS NOMINATED DOMINIC LAROSA FOR VICE CHAIR; SUPPORT BY HANNAH COSTELLO. Mr. LaRosa accepted the nomination as there were no other nominations. **DOMINIC LAROSA WAS UNANIMOUSLEY ELECTED AS VICE CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.**

CHARLES SHAW NOMINATED PAT ANGER FOR SECRETARY/TREASURER; SUPPORT BY DEBORAH BOUTS. While not in attendance, Ms. Anger previously agreed to accept if nominated. There were no other nominations. **PATRICIA ANGER WAS UNANIMOUSLY ELECTED AS SECRETARY/TREASURER OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.**

6. Committee Reports

A. Youth Advisory Committee

1. Meeting of October 15, 2014

a. Recommendation to APPROVE PY 2014 WIA Younger Youth Budgets

Deborah Bouts reported that the Board previously approved budgets for eleven contracts for younger youth programs. After final negotiations with service providers for PY 14 contract extensions, five budgets remained the same, one program was not funded for a second year and five budgets required modifications as follows:

The Chippewa Valley School District budget increased slightly due to added retirement costs. The budget totals \$54,140.

Lincoln High School added a culinary arts teacher to their staff increasing its budget to \$56,501.

Fitzgerald Public Schools and Macomb Intermediate School District eliminated some field trips from their programs resulting in a reduction of their budgets to \$196,922 for Fitzgerald and 459,873 for Macomb ISD.

St. Clair County RESA did not replace staff who resigned which accounted for a decrease in their budget to \$290,723.

Mt. Clemens Community Schools was not renewed for a second year.

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A total of 623 participants will be served with the final negotiated total cost for younger youth service providers at \$1,465,606.

WILLIAM MORELLI MOVED TO APPROVE PY 2014 WIA YOUNGER YOUTH BUDGETS AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to APPROVE PY 2014 WIA Older Youth Budgets

There are two older youth contract service providers, Blue Water Center for Independent Living in St. Clair County and Employment and Training Designs in Macomb County. There were no changes to their budgets during the PY 2014 contract extension final negotiations. 135 older youths are being served with budgets totaling \$380,654.

WILLIAM MORELLI MOVED TO APPROVE PY 2014 WIA OLDER YOUTH BUDGETS AS PRESENTED; SUPPORT BY DOMINIC LAROSA. MOTION CARRIED UNANIMOUSLY.

c. Informational Items

i.) Legislative Changes: The Workforce Innovation and Opportunity Act (WIOA)

The Workforce Innovation and Opportunity Act (WIOA) was signed into law this past summer. WIOA is the reauthorization of the Workforce Investment Act (WIA) and will go into effect July of 2015. The transition from WIA to WIOA will significantly impact the WIA Youth programs by requiring that 75% of youth funds be spent on out-of-school youth. This means that there will be a massive reduction in in-school youth activities. Staff have been advised that as in-school youth staff leave, they will not be replaced. Eligibility requirements are also changed by removing income eligibility and raising the eligibility age for out-of-school youth to include 16 to 24 year olds. The age limit under WIA was 21 years of age. WIOA places a priority on work-based learning through summer jobs, pre-apprenticeship training, on-the-job training and internships. Desired outcomes remain similar to WIA with the goal being attainment of diplomas, entry into post-secondary education, career readiness, post-secondary credentials and employment.

ii.) WIA Summer Youth Program and Foster Care Summer Youth Program Highlights

There are seven in-school summer youth contractors comprising the Summer Youth Employment Program (SYEP). Activities include work-readiness training workshops, work experience, and field trips including college campus tours, worksite placements such as on-campus or community-based placements. There were 244 WIA youth enrolled in SYEP 2014 and earned \$204,543 in wages.

Macomb/St. Clair received an initial allocation of \$72,000 from DHS Chafee funds to provide work-readiness training and work experience for 45 foster youth in Macomb and St. Clair counties. DHS provides direct referrals for identifying eligible foster youth. 43 foster youth enrolled in the program and were placed alongside WIA youth at the seven in-school contract worksites. Macomb/St. Clair received an additional allocation to help off-set the cost of staffing for foster youth and for support services for foster youth to purchase work uniforms, work boots, etc.

iii.) Current Program Activity

In-school youth are housed full-time on high school campuses across the two counties. Advocates have small caseloads of students to which they provide academic supports, work-readiness training, and mentorship. Approximately 1,200 students participated in Manufacturing Day activities in both Macomb and St. Clair counties. In-school youth participants and a small group of out-of-school youth visited 32 manufacturers where they learned about career paths, wages and skills needed for careers in manufacturing.

Out-of-school youth are served by Blue Water Center for Independent Living in St. Clair County which provides GED prep services. Virtual Learning Academy, also in St. Clair County, provides hybrid instruction for high school completion. Employment & Training Designs Inc (ETD) in Macomb County is co-located in three Michigan Works service centers to provide one-on-one case management services. Since ETD began services a few years ago, 86 youth have been placed in a paid work experience and 33 youth enrolled into post-secondary funded training. Current program year activity includes four youth enrolled in long-term training.

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B. Education and Adult Programs Committee

1. Meeting of October 16, 2014

a. **Informational Items**

i.) **WIA Job Driven/National Emergency Grant (JD/NEG) Update-Region 6**

Macomb/St. Clair has taken the lead as the fiduciary for the Job Driven National Emergency Grant (JD/NEG) in Region 6 which was awarded a total of \$1,400,000. Region 6 includes St. Clair County, the Thumb Area and Genesee/Shiawassee. Each individual area within Region 6 created a plan detailing participant services and expenditures for the number of people they hope to serve with the money awarded them. 5% of funds awarded can be used for business recruitment and labor market information and 5% can be used for business services to reimburse for Business Account Managers. Macomb/St. Clair will receive additional money to administer the grant.

ii.) **WIA Job Driven/National Emergency Grant (JD/NEG) Update-Region 10**

Macomb County is partnering with Oakland and Wayne Counties and the City of Detroit to comprise Region 10 which was awarded a total of \$831,905 in JD/NEG funds. Macomb/St. Clair is also acting as the fiduciary for Region 10. Areas within Region 10 created a plan detailing expenditures and services they hope to provide with the money awarded them. Macomb/St. Clair will receive additional money to administer the grant in Region 10 as well.

iii.) **Skilled Trades Training Fund (STTF) Status Report**

STTF is a competitive grant offered through the State of Michigan which provides monies to employers to help cover the cost of short-term training for employees and to cover the cost for employees enrolled in USDOL registered apprenticeships. There has been \$10 million of state money appropriated for this project.

Currently \$2.5 million of the \$10 million has been spent statewide.

The Workforce Development Agency released the STTF on October 1st and Macomb/St. Clair has submitted three applications. Mayco Freight, a ground transport shipping company, was awarded \$4,500 to train five dispatchers and Veigel North American/Mobility Products, an automotive supplier, was awarded \$1,758 to provide Excel training for two of its staff. McCoig Group, the parent company of five local cement companies submitted an application that was denied because it did not meet the stipulations of the grant. Two additional applications were sent to our MWA for consideration.

iv.) **Senior Community Service Employment Program (SCSEP) PY 2013 Final Performance**

Senior Community Service Employment Program (SCSEP) provides job training and placement for people who are age 55 or older and economically disadvantaged. Macomb/St. Clair administers the SCSEP program for Macomb, St. Clair, Monroe and Oakland Counties and had 70 authorized positions for this program year. The PY 2013 SCSEP final performance report showed that we had a total of 107 enrollments. Performance measures showed that Macomb/St. Clair did exceedingly well in all categories. While we serviced a large number of customers with substantial barriers to employment, Macomb/St. Clair ended the year with 79.4% in entered employment surpassing the stated goal of 35.4%. Our employment retention (3rd quarter after exit) was at 77.8% which was above the goal of 71.9%. Average earnings were \$8,786 which was lower than the remainder of the state at \$11,080 but higher than the original goal of \$7,834.

v.) **Layoff/Closures**

In order to reduce company expenses, Super Kmart is closing its Port Huron store in December 2014. Sales clerks, cashiers, sales associates and managers make up the 190 individuals who may lose their jobs. These employees have the opportunity to apply for open positions at other Sears or Kmart stores. A worker orientation with the employees is scheduled for October 30th at two different times.

vi.) **Veterans Boot Camp**

Seven Michigan Works case managers developed the Employability Boot Camp specifically designed to assist Veterans to conduct a more effective job search resulting in employment. Seven sessions have been held since April 2014. There are between 8 and 15 veterans attending each session. Specialized materials that

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Veterans takes away from this workshop are Network cards that resemble business cards and eye-catching resumes that often include the logo from the individual's branch of service along with their pertinent information. Veterans are asked to complete a survey and the feedback has been extremely positive.

So far 95 individuals have attended the Employability Boot Camp, 56 have become employed and 36 are attending the Veteran Job Club or other types of training. The employment rate for the program is 65.1%

vii.) Success Stories

"Telling Our Story" highlights achievements of customers from all Michigan Works Service Centers submitted by Michigan Works staff. Issues of "Telling Our Story" are posted on our social media websites and submitted to the Workforce Development Agency and the Michigan Works Association. A "best of" success stories issue was sent to the County Board of Commissioners and various State Representatives.

C. Administrative Committee

1. Meeting of October 9, 2014

a. Recommendation to APPROVE PY 2014 WIA Adult Budget Modification

An additional \$500,000 was added to the WIA adult program budget through a transfer of funds from the WIA dislocated worker budget. There is greater customer activity within adult programs while the dislocated worker budget has received additional funding through the National Emergency Grant (NEG). The additional funds will be used for classroom training. The budget totals \$3,134,956.

CARL GERVASON MOVED TO APPROVE THE PY 2014 WIA ADULT BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to APPROVE PY 2014 WIA Dislocated Worker Budget Modification

The dislocated worker budget was reduced by \$500,000. These funds are being transferred into the adult program budget. The decrease will be in classroom training and on-the-job training. Some of these training dollars will be recouped in other budgets through National Emergency Grant funds. The dislocated worker budget now totals \$2,968,384.

JOHN BOZYMOWSKI MOVED TO APPROVE THE PY 2014 WIA DISLOCATED WORKER BUDGET MODIFICATION AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to APPROVE PY 2014 WIA Service Center Support Budget Modification

Funds from this budget may be used in support of all activities to improve customer service, inform and educate the public about the service centers, and pay the infrastructure costs to operate the facilities. Macomb/St. Clair received an additional \$140,000 in Statewide Activities funding to be used for service center support. This allows us to reduce contributions to service center support from WIA dislocated worker and WIA adult budgets. The budget remains at \$512,596

DOMINIC LAROSA MOVED TO APPROVE PY 2014 WIA SERVICE CENTER SUPPORT BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to APPROVE PY 2014 Chafee Act Summer Youth Employment Program (SYEP) Budget Modification

Eight Michigan Works agencies, including Macomb/St. Clair, are offering summer employment opportunities for youth in foster care. \$24,649 was received by Macomb/St. Clair as additional allocation for the Summer Youth Employment Program (SYEP) - Foster Care program. We have enrolled forty-three foster care

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participants into our summer youth training programs which includes a work experience component. Dollars spent on these participants can be charged back to this allocation. The budget totals \$87,649.

CARL GERVASON MOVED TO APPROVE PY 2014 CHAFEE ACT SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP) BUDGET MODIFICATION AS PRESENTED; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.

e. Recommendation to APPROVE FY 2015 Macomb County Prisoner Re-entry Budget Modification

The state has asked Macomb/St. Clair to extend its current six month contract through the end of FY 2015 (April 1, 2015 through September 30, 2015). The additional allocation increases the grant to \$860,202 which is exactly twice the original six month allocation.

DEBORAH BOUTS MOVED TO APPROVE FY'15 MACOMB COUNTY PRISONER RE-ENTRY BUDGET MODIFICATION AS PRESENTED; SUPPORT BY DOMINIC LAROSA. MOTION CARRIED UNANIMOUSLY.

f. Recommendation to APPROVE FY'15 St. Clair/Thumb Area Prisoner Re-entry Budget Modification

The St. Clair/Thumb Area Prisoner Re-entry contract will also be extended to include the last six months of FY 2015. The revised budget for FY 2015 is exactly twice the amount allocated for the first six months. The budget will be \$332,360

DOMINIC LAROSA MOVED TO APPROVE FY'15 ST. CLAIR/THUMB AREA PRISONER RE-ENTRY BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

g. Recommendation to APPROVE FY 2015 Trade Adjustment Assistance (TAA) Case Management Budget

Macomb/St. Clair was awarded \$1,030,000 in Trade Adjustment Assistance (TAA) Case Management funding for FY 2015. These funds must be used for case management services to eligible TAA participants, customers who have lost jobs to foreign competition and are now eligible for re-training. Allowable costs include such items as office supplies, travel, conference & seminars, utilities, Internet & rent along with the majority of the budget going directly to case management. The budget totals \$1,030,000.

HANNAH COSTELLO MOVED TO APPROVE FY'15 2015 TRADE ADJUSTMENT ASSISTANCE (TAA) CASE MANAGEMENT BUDGET AS PRESENTED; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

h. Informational Items

i. Trade Adjustment Assistance (TAA) FY 2014 Expenditure Report

The TAA Expenditure report for FY 2014 reflects the slight increase of expenditures during October 1, 2013 through August 31, 2014 totaling \$2,159,885 as compared to \$2,141,485 expended during this same time period a year ago. Macomb/St. Clair received additional resources for case management costs. The additional funds offset costs charged to the WIA Dislocated Worker program budgets.

ii. WIA PY 2013 Final Performance Report

Final WIA Performance Levels for PY 2013 were reviewed. Macomb/St. Clair did not fail at any standard. The adult performance levels reflect one standard exceeded, one met with incentive and two met with no incentive. The dislocated worker program showed two standards were exceeded, one met with incentive and one met with no incentive. The older youth exceeded standards in all four areas and the younger youth program also exceeded all standards. 94.3% of the Younger Youth are attaining diplomas or equivalent. The customer participant score was exceeded and the customer employer score was met with incentive.

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7. Executive Director's Report

As a result of the recently passed federal Workforce Innovation & Opportunities Act (WIOA) which calls for regional service areas within the states, the Governor's office created ten Prosperity Regions in Michigan. This could lead to consolidation of the 25 Michigan Works Agencies to coincide with the 10 Prosperity Regions across the state. Mr. Biebusse reported on how implementation could affect the structure of the Macomb/St. Clair Workforce Development Board. Macomb/St. Clair is part of two Prosperity Regions. St. Clair County is located in Region 6 while Macomb County is part of Region 10. One of the stipulations is that MWAs can only be part of one Prosperity Region and that a single county cannot be an MWA. Next July when the legislation goes into effect, St. Clair County could be included with the Thumb Area leaving Macomb County as a single county MWA. Macomb County may then be partnered with Oakland and/or Wayne Counties. If this plan goes into effect, the board would have to be re-configured and would not exist the way it is today.

8. Other Business

There was no other business.

9. Hearing of the Public

There was no hearing of the public.

10. Scheduling of Next Meeting

The next general meeting is scheduled for December 4, 2014. Members will be notified.

11. Adjournment

WILLIAM MORELLI MOVED TO ADJOURN; SUPPORT BY VIRGINIA GRONLEY. MOTION CARRIED.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,



Jean Wurmlinger
Recording Secretary