

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

January 22, 2015

The Macomb/St. Clair Workforce Development Board met Thursday, January 22, 2015 at the Clinton Township Michigan Works Service Center with the following members present (☑ denotes private sector):

AT ROLL CALL:

- | | |
|-------------------|------------------|
| Deborah Bouts | ✓ Dominic LaRosa |
| John Bozymowski | ✓ Mary Matuja |
| ✓ Hannah Costello | Rick Niedieck |
| ✓ Ann Forester | Valerie Nunn |
| ✓ Carl Gervason | William Peterson |
| Maria Kokas | ✓ Charles Shaw |
| ✓ Mike Kramer | ✓ Mike Weigand |
| Ken Lampar | |

ARRIVALS AFTER QUORUM CALLED:

- ✓ Patti Gendernalik

MEMBERS ABSENT:

- | | |
|----------------------|-------------------|
| ✓ Pat Anger | ✓ Peter Keating |
| Ken Austin | Mike Moran |
| Dan Casey | ✓ William Morelli |
| Thelma Castillo | ✓ Troy Piper |
| ✓ Sharise Gavilinski | Gary Polulak |
| ✓ Virginia Gronley | Erin Smith |
| ✓ Carter Hitesman | |

OTHERS PRESENT:

John Bierbusse

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1. Call to Order

Chairman Gervason called the meeting to order at 3:00 p.m.

2. Roll Call

Roll call was taken with 15 members present (8 private sector)

3. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE THE MINUTES OF OCTOBER 23, 2014 AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

MARY MATUJA MOVED TO APPROVE THE MINUTES OF DECEMBER 4, 2014 AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Gervason had nothing to report.

5. Committee Reports

A. Education & Adult Programs Committee

1. Meeting of November 20, 2014

a. Recommendation to APPROVE PY 14 Senior Community Service Employment Program (SCSEP) Additional Slots

The Senior Community Service Employment Program (SCSEP) provides job training and placement for economically disadvantaged individuals who are age 55 or older. Macomb/St. Clair administers the SCSEP program for Macomb, St. Clair, Monroe and Oakland Counties. Previously 72 slots were approved for this program year with the recommendation that three new slots be added. Macomb County would receive the three new slots and will still be considered under-slotted by seven positions based on the U.S. Department of Labor.

DOMINIC LAROSA MOVED TO APPROVE PY 14 SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) ADDITIONAL SLOTS AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

2. Meeting of December 4, 2014

a. Recommendation to APPROVE CY 2015 Michigan Works! System Plan

The Michigan Works System Plan is an annual agreement submitted to the Workforce Development Agency of the State of Michigan. It assures that this board adheres to the guidelines, stipulations and certifications as required. There is no funding attached to this plan but it includes seven documents which must be signed and submitted.

MARY MATUJA MOVED TO APPROVE CALENDAR YEAR 2015 MICHIGAN WORKS! SYSTEM PLAN AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to APPROVE Fiscal Year 2015 Partnership, Accountability, Training & Hope (PATH) Transitional Support Services Plan

Transitional Support Service is a \$200 cash payment made to PATH customers who have completed the three-week Applicant Eligibility Period (AEP), who have reported employment and have had their employment verified by a PATH case manager at the customer's federally required work hours. It is intended that this support service be used to cover miscellaneous employment-related expenses such as haircuts, clothing, gas, lunches or general car maintenance needed to support new employment. The Transitional Support Service of \$200 has a two-fold purpose: It is intended to help the newly employed remain employed and it will encourage customers who are still in the three-week AEP process to report their employment rather than simply walking away from the program. This will enhance our performance numbers. Resources are available to cover this expense.

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DEBORAH BOUTS MOVED TO APPROVE FISCAL YEAR 2015 PARTNERSHIP, ACCOUNTABILITY, TRAINING & HOPE (PATH) SUPPORT SERVICES PLAN AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

c. Informational items

i.) WIA Plant Closures

Sears Holdings closed four additional stores in Michigan as it continues with plans to reduce its expenses and change its business model. Kmart on Schoenherr at 13 Mile Road closed on January 11th, 2015 following a liquidation event. Two Michigan Works! orientations for the employees were held on January 7, 2015. Cashiers, sales associates and managers make up the workforce of 104 individuals at the Warren store. Some full-time workers are eligible for severance pay.

ii.) WIA "Telling Our Story"

Members received a copy of the October 2014 issue of *Telling Our Story* in their packet. Mr. Bozmowski reported on three success stories included in this issue. The board members were particularly impressed with Darnell Larry a Prisoner Reentry customer who after having been incarcerated for 20 years is now working as a CNC machine operator & recently promoted to Team Management with a pay raise. Mr. Larry is an example of how the Prisoner Reentry program in conjunction with MDOC, Michigan Works! and DHS can all work together to help individuals turn their lives around.

iii.) WIA Veterans Boot Camp

To date, 119 Veterans have attended nine one-week Employability Boot Camp sessions designed to better prepare veterans to conduct a more effective job search. The sessions run Monday through Friday with lunch provided on Friday afternoon. Of those 119 individuals, 68 are now employed, are currently seeking employment or have gone into training programs or stopped searching for employment due to health or other issues.

Case managers are engaging local employers to become involved in the Employability Boot Camp sessions. They are able to provide feedback from a prospective employer's point of view on a variety of topics and have begun sponsoring Friday lunch which makes them more vested in the success of the program.

iv.) Wagner-Peyser Employment Service Update on Service Levels

Members of the board were provided graphs reflecting the number of customers registering for employment at the five Michigan Works Service Centers in Macomb & St. Clair Counties over the past ten years. The numbers have steadily declined since the busiest year, 2009. Clinton Township and Roseville continue to be the service centers most visited. With lower numbers of customers coming to our sites, staff that was once dedicated to working with customers are now able to work more closely with employers to develop job leads for customers.

B. Administrative Committee

1. Meeting of November 20, 2014

a. Recommendation to APPROVE PY 14 WIA Dislocated Worker Program Budget Modification.

An additional allocation of \$375,412 was received increasing the PY 2014 Dislocated Workers Program allocation to \$3,520,360. Because it's not known how the new WIOA legislation will impact future funding, the carry-in to PY 2015 was increased by \$100,000 to insure that we can continue training for dislocated workers being enrolled in training programs. Classroom training was increased by \$275,412 and the budget now totals \$3,243,796.

WILLIAM MORELLI MOVED TO APPROVE PY 14 WIA DISLOCATED WORKER PROGRAM BUDGET MODIFICATION AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

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b. Recommendation to Approve PY'14 Senior Community Service Employment Program (SCSEP) Budget Modification.

The Senior Community Service Employment Program (SCSEP) provides job training and placement for people who are age 55 or older and economically disadvantaged. These customers are placed in community based agencies working part-time at minimum wage for a maximum of 18 hours per week. Michigan Works case managers work with these customers to help them secure positions in the private sector. Macomb/St. Clair administers the SCSEP program for Macomb, St. Clair, Oakland and Monroe Counties. The program received an additional \$28,000 to cover the wages for three additional slots in Macomb County and to cover the cost of service center staff working with customers enrolled in those additional slots. The Senior Community Service Employment Program budget now totals \$645,345.

WILLIAM PETERSON MOVED TO APPROVE PY'14 SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM (SCSEP) BUDGET MODIFICATION AS PRESENTED; SUPPORT BY JOHN BOZYMOWSKI. MOTION CARRIED UNANIMOUSLY.

2. Meeting of December 4, 2014

a. Recommendation to APPROVE PY 2013-2016 Waiver Request-Transfer of Funds (Adult to Dislocated Worker)

The Workforce Development Board is seeking approval from the state for a waiver to increase the funds transfer limit between the Adult and Dislocated Worker programs to 75%. As of now, no more than 30% can be moved. Approval of this request will result in low-income adults having greater opportunities to enhance their vocational and academic skills making them better suited to match the needs of employers in Southeast Michigan. All M/SCWDB accountability and monitoring policies will be adhered to as well as all State policies regarding the transfer of funds.

MARY MATUJA MOVED TO APPROVE PY'2013-2016 WAIVER REQUEST-TRANSFER OF FUNDS (ADULT TO DISLOCATED WORKER) AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

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

Macomb/St. Clair received an additional allocation of \$39,293 to be used for Workforce Innovation and Opportunity Act (WIOA) transition costs. There will be costs such as staff training related to transition activity over the next six months as the program becomes implemented. The Dislocated Worker Budget will total \$3,283,089.

MARY MATUJA MOVED TO APPROVE THE PY 2014 WIA DISLOCATED WORKER BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to APPROVE FY'15 Partnership, Accountability, Training & Hope (PATH) TANF Refugee Budget Modification

This budget supports our PATH Refugee contract with Lutheran Social Services of Michigan to provide job search/job readiness activities to incoming refugees referred to the PATH Refugee program by the Department of Human Services. A final allocation of \$261,358 was awarded to Macomb/St. Clair for the Fiscal Year 2015 PATH TANF Refugee program. This is an increase over the original allocation of \$168,000. Statewide, 40% of the refugee population has settled in Macomb County. The budget totals \$230,008.

DOMINIC LAROSA MOVED TO APPROVE THE FY'15 PARTNERSHIP, ACCOUNTABILITY, TRAINING & HOPE (PATH) TANF REFUGEE BUDGET MODIFICATION BUDGET AS PRESENTED; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to APPROVE FY'15 Partnership, Accountability, Training & Hope Support Services Budget – Macomb County

The Macomb County Department of Human Services (DHS) has released \$10,000 dedicated to auto-related expenses for customers of the Partnership, Accountability, Training and Hope (PATH) program who have been

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referred to the PATH program from DHS. This money will be used for car repairs. No funds will be used for administrative costs. The budget totals \$10,000.

MARY MATUJA MOVED TO APPROVE FY'15 PARTNERSHIP, ACCOUNTABILITY, TRAINING & HOPE (PATH) SUPPORT SERVICES BUDGET AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.

e. Informational Items

i. Trade Adjustment Assistance (TAA) FY 2015 Expenditure Report

Customers in the TAA program have lost jobs due to foreign competition making them eligible for retraining through the Trade Adjustment Assistance (TAA) program. TAA has been a part of the trade program since the early 1970's. There has been a steady decline in expenditures over the past four years. A comparison of October & November 2013 VS October & November 2014 shows there has been a decline in expenditures from \$195,429 to \$95,841.

ii. Workforce Innovation and Opportunity Act (WIOA) Implementation Progress Report

A report was given on the progress towards implementation of the Workforce Innovation and Opportunity Act (WIOA). The legislation was passed in July 2014 and by January 2015 Department of Labor began developing the rules. Implementation will begin by July 2015 with final rules being published by January 2016. Michigan is in the forefront of the nation by being one of the states involved in early implementation. This may allow us to have some input before final rules are published.

Four core program partners integrated into the workforce development system include Adult, Dislocated Worker & Youth programs; Adult Education & Literacy programs; Wagner-Peyser Employment Services program and Vocational Rehabilitation.

During the first year, July 2015-June 2016, Macomb/St. Clair will have automatic designation for one year because we have met or exceeded performance standards for the last two consecutive years. During the 2nd year of implementation we could face a problem with automatic designation because Macomb County (Region 10) and St. Clair County (Region 6) are not in the same planning region. This does not meet the requirement for a local area in a planning region. However, the Governor could waive this requirement.

Local Board membership under WIOA will consist of a minimum of nine business sector members, a mandatory minimum of three members from organized labor, one member from adult education, one from higher education, one from economic development, one from Rehabilitation and one from State Employment Service staff.

6. Executive Director's Report

Mr. Bierbusse reported on one of the immediate issues facing the local boards with the implementation of WIOA. All local boards must go through a standard procurement process prior to July 1, 2015 to select a One-Stop Operator. It is our position that it would be impossible to bid out the One-Stops and have them operational by July 1, 2015. Macomb/St. Clair Workforce Development Board serves as the One-Stop Operator and has a lease on our One-Stop centers through 2018 which could cause further complications. We would prefer that the local board be certified as the One Stop Operator with the agreement of the CEO and the Governor without a competitive bid process.

7. Other Business

There was no other business.

8. Hearing of the Public

There was no hearing of the public.

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9. Scheduling of Next Meeting

The next general meeting is scheduled at the Clinton Township Michigan Works Office at 3:00 p.m., Thursday, February 26, 2015. Members will be notified.

10. Adjournment

WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY MARY MATUJA. MOTION CARRIED. The meeting adjourned at 3:55 p.m.

Respectfully submitted,



Jean Wurmlinger
Recording Secretary