

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

May 28, 2015

The Macomb/St. Clair Workforce Development Board met Thursday, May 28, 2015 at the Clinton Township Michigan Works Service Center with the following members present (denotes private sector):

AT ROLL CALL:

- | | |
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| ✓ Pat Anger | ✓ Peter Keating |
| Ken Austin | ✓ Mike Kramer |
| Deborah Bouts | ✓ Mary Matuja |
| John Bozymowski | Rick Niedieck |
| Thelma Castillo | William Peterson |
| ✓ Hannah Costello | ✓ Troy Piper |
| ✓ Carl Gervason | ✓ Charles Shaw |
| ✓ Carter Hitesman | |

ARRIVALS AFTER QUORUM CALLED:

- | | |
|--------------------|------------|
| ✓ Virginia Gronley | Erin Smith |
|--------------------|------------|

MEMBERS ABSENT:

- | | |
|----------------------|-------------------|
| Dan Casey | ✓ Dominic LaRosa |
| ✓ Ann Forster | Mike Moran |
| ✓ Sharise Gavliniski | ✓ William Morelli |
| ✓ Patti Gendernalik | Valerie Nunn |
| Maria Kokas | Gary Polulak |
| ✓ Ken Lampar | ✓ Mike Weigand |

OTHERS PRESENT:

John Bierbusse	Laura Steele-BWCIL
Christina DeMeere-BWCIL	Chris Reilly-M/SCETA

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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 (9 private sector)

3. Approval of Previous Minutes

MARY MATUJA MOVED TO APPROVE THE MINUTES OF APRIL 23, 2015 AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Gervason had nothing to report.

5. Committee Reports

A. Youth Advisory Committee

1. Meeting of May 20, 2015

a. Recommendation to APPROVE Negotiation of PY 2015 Contracts for Youth Workforce Investment Activities under the Workforce Innovation and Opportunity Act (WIOA)

Mr. Keating reported that a Request for Proposal (RFP) was released seeking providers for the development and implementation of youth activities under the Workforce Innovation and Opportunity Act (WIOA) for PY 2015. Proposals were accepted for both on-site providers at four Michigan Works Service Centers and off-site providers in both Macomb and St. Clair Counties.

On-Site - Macomb & St. Clair Counties – Members reviewed nine proposals that were received to provide services at the Warren, Clinton Township, Mt. Clemens and Port Huron Michigan Works Service Centers. Of these, five were not recommended.

Approved for further negotiation is Employment & Training Design, Inc. who has been recommended to provide Youth services at all four Michigan Works locations. They are the current out-of-school and in-school youth provider for the Warren, Clinton Township and Mt. Clemens Service Centers and will now provide these services at the Port Huron Michigan Works Service Center providing consistency throughout the centers. The contract will serve 85 out-of-school and 15 in-school youth at each of the four locations. The total recommended funding is \$235,000 per site.

Off-Site - Macomb & St. Clair Counties - Nine proposals, five for Macomb County and four for St. Clair County, were received to provide off-site out-of-school and in-school youth programming. Van Dyke Public Schools, Warren Consolidated Schools, Port Huron Area School District and St. Clair County Intervention Academy have not been recommended.

Those approved for further negotiation include:

- East Detroit Public Schools, 50 in-school youth at a cost of \$2,410 per participant totaling \$120,518.
- Fitzgerald Public Schools, 70 in-school youth at a cost of \$1,857 per participant totaling \$130,000.
- Warren Woods Public Schools, 24 in-school youth at a cost of \$2,294 per participant totaling \$55,044.
- Blue Water Center for Independent Living, 60 out-of-school youth at \$2,500 per participant totaling \$150,000.
- Virtual Learning Academy, 60 out-of-school youth at \$2,500 per participant totaling \$150,000.

The above recommendations = \$1,100,000 for 460 out-of-school youth

\$ 445,562 for 204 in-school youth

Total \$1,545,562 for 664 youth

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These recommendations comply with WIOA legislation which requires that 75% of youth funding be spent on out-of-school youth programs.

PAT ANGER MOVED TO APPROVE NEGOTIATION OF PY 2015 CONTRACTS FOR YOUTH WORKFORCE INVESTMENT ACTIVITIES UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) AS PRESENTED; SUPPORT BY JOHN BOZYMOWSKI. MOTION CARRIED UNANIMOUSLY.

B. Education and Adult Programs Committee

1. Meeting of May 21, 2015

a. Recommendation to APPROVE Michigan Works Service Center Contract for the Period July 1, 2015-June 30, 2018

Mr. Bozymowski reported that an RFP was released on March 3, 2015 soliciting bids for an organization qualified and experienced at delivering career services, business talent solutions, classroom training enrollments, on-the-job contracting, Individual Service Strategy plans for customers, case management, PATH orientations, PATH file management, Trade Adjustment Assistance (TAA) worker orientation and case management at our Michigan Works Service Centers.

One response was received from the current service provider, Macomb/St. Clair Employment and Training Agency, a department of Macomb County. When comparing the previous contract with the current proposal, the costs proposed are lower due to reduction in staff including one site supervisor. The cost for the first year is \$3,969,157.

WILLIAM PETERSON MOVED TO APPROVE MICHIGAN WORKS SERVICE CENTER CONTRACT FOR THE PERIOD JULY 1, 2015-JUNE 30, 2018 AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

b. Informational Items

i. New Grant Opportunities

The Board received information on two new grant opportunities available to Macomb/St. Clair.

1) Office of Economic Adjustment-Department of Defense, Community Economic Adjustment Assistance for Reduction in Defense Industry Employment

The Workforce Intelligence Network (WIN) is leading the way in applying for this non-competitive, two-year grant through the Defense Department.

The project's intent is to engage defense-related partners, assess and plan to support defense-related industry sectors, grow qualified suppliers through assistance with procurement and commercialization, build secure cyber capacity and expertise through the Cybersecurity Center of Excellence, address defense-related skill gaps by looking at the workforce and future talent pipelines and provide a Worker Transition Center.

Since a large portion of Michigan's defense jobs are located in Macomb County, Macomb/St. Clair has been asked to administer this grant for 13 counties and would receive \$1,164,978 to operate a Worker Transition Center and \$334,374 for grant administration. WIN will submit the final proposal by June 30, 2015.

2) National Emergency Grant-Sector Partnership

The Department of Labor/Employment and Training Administration announced \$150 million of available funding under the Sector Partnership National Emergency Grant. The Workforce Development Agency requested that Prosperity Regions submit proposals targeted at dislocated workers with 25% of the funds being used for regional planning activities and at least 50% for program services. Macomb/St. Clair submitted a proposal on behalf of Prosperity Region 10 partners requesting \$1,056,521. Macomb/St. Clair's portion will be \$586,956.

Macomb/St. Clair did not submit a proposal for Prosperity Region 6 as we have a large amount of Job Driven National Emergency Grant (JD NEG) funds available but we will participate in any regional planning activities and will share our Veterans Employability Boot Camp model with our Region 6 partners.

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ii. Job Search Assistance Strategies Evaluation

Macomb has been chosen to participate in a study to evaluate Job Search Assistance Strategies. The study is led by Abt Associates in partnership with Mathematica Policy Research and will be funded by the administration for Children and Families at the U.S. Department of Health and Human Services.

The four year evaluation will include an impact study where individuals will be randomly assigned to contrasting Job Search Assistance approaches and then will compare their employment and earnings to determine their relative effectiveness. The four year study will also include an implementation study which will measure services participants receive under each approach as well as operational lessons gathered directly from practitioners.

The study is in the preliminary stages at this point.

iii. Plant Closures

Mr. Bozymowski reported on recent layoffs. Over 1,000 workers received notice of layoff due to the pending sale of ten skilled nursing facilities throughout the state currently owned by Bortz Health Care. It is expected that the majority of employees which include RNs, LPNs, CNAs, dietary aides, custodial and maintenance staff, supervisors and managers will be offered employment by the new owner. Once the offer of employment has been made, a presentation on Michigan Works re-employment services and Unemployment Insurance Agency benefits will be made to those workers who are not offered employment

iv. "Telling Our Story"

This month's edition of "Telling Our Story" focuses on the achievements of several Michigan Works customers. It highlights the 3rd Annual Youth Interview Day competition for students from eight Macomb County high schools and includes a letter of appreciation from a customer who benefited from Trade Adjustment Assistance training benefits. Also included is an article on Tech-Line Automation a company working in partnership with Michigan Works. Tech-Line was honored with a Michigan Works Prosperity Award from the state association. This newsletter is a great way to tell the Michigan Works story and celebrate the successes of our customers.

C. Administrative Committee

1. Meeting of May 14, 2015

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

The WIA Dislocated Worker Program will transfer an additional \$300,000 from its budget into the WIA Adult Program budget in order to provide more training dollars to low income adults. The reduction to the Dislocated Worker budget will be in classroom training, participant transportation, support services, and customer outreach. The revised budget totals \$2,363,089.

JOHN BOZYMOWSKI MOVED TO APPROVE PY '14 WIA DISLOCATED WORKER PROGRAM BUDGET MODIFICATION AS PRESENTED; SUPPORT BY PAT ANGER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to APPROVE PY '14 WIA Adult Budget Modification

An additional \$300,000 has been transferred from the WIA Dislocated Worker budget into the Adult Program budget to provide for additional classroom training and on-the-job training dollars to low income adult customers. The revised PY 2014 Adult Program budget totals \$4,034,956.

DEBORAH BOUTS MOVED TO APPROVE PY '14 WIA ADULT PROGRAM BUDGET MODIFICATION AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

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**c. Recommendation to APPROVE PY '14 WIA Dislocated Worker National
Emergency Grant Budget Modification**

The Dislocated Worker National Emergency Grant is a 2-year grant ending June 30, 2015. The State has recovered funds from other MWAs that could not utilize their resources and has allocated \$4,000 to Macomb/St. Clair. The additional funds will be used for classroom training and on-the-job training. The revised budget totals \$397,759.

**WILLIAM PETERSON MOVED TO APPROVE PY '14 WIA DISLOCATED WORKER NATIONAL
EMERGENCY GRANT BUDGET MODIFICATION AS PRESENTED; SUPPORT BY PETER KEATING.
MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to APPROVE PY '14 Senior Community Service Employment
Program (SCSEP) Budget Modification**

Resources that were not utilized from other areas of the state have been made available to Macomb/St. Clair for the PY 2014 SCSEP budget. We have been under slotted & this will allow us to increase our slot level from 75 to 78. The additional money will be used to pay participant wages & fringe benefits for three additional customers who will be served under this program. The budget now totals \$672,990.

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

**e. Recommendation to APPROVE PY '15 Senior Community Service Employment
Program (SCSEP) Budget**

The PY 2015 Senior Community Service Employment Program received an allocation of \$783,252. This will allow us to bring our slot level up to 82, an additional 4 customers. The allocation will be budgeted primarily for participant wages & fringe benefits. The total SCSEP budget is \$705,252.

**PAT ANGER MOVED TO APPROVE PY '15 SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM
(SCSEP) BUDGET AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED
UNANIMOUSLY.**

**f. Recommendation to APPROVE PY '15 WIOA Dislocated Worker Program
Budget**

The PY 2015 WIOA Dislocated Worker program received an initial allocation of \$2,857,402. \$300,000 will be transferred into Adult programs for classroom training. \$380,000 will be budgeted for the Employment Service Provider that provides services for all customers entering a Michigan Works Service Center. This is a new line item which was added because the Wagner-Peyser Employment Service allocation received a drastic cut for PY 2015. The budget totals \$2,169,402.

**DEBORAH BOUTS MOVED TO APPROVE PY '15 WIOA DISLOCATED WORKER PROGRAM BUDGET
AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.**

g. Recommendation to APPROVE PY '15 WIOA Adult Program Budget

The WIOA Adult programs allocation for PY 2015 is \$2,614,433. The Dislocated Worker program will transfer \$300,000 into this budget. The amount budgeted for classroom training is reduced from \$2,355,156 to \$736,333 while on-the-job training will increase by \$120,000. A new line item was added to the budget for \$380,000 to support front-line Employment Services staff who provide initial services to all customers entering a MWSC. The WIOA Adult program budget totals \$2,544,433.

**DEBORAH BOUTS MOVED TO APPROVE PY '15 WIOA ADULT PROGRAM BUDGET AS PRESENTED;
SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

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h. Recommendation to APPROVE PY '15 WIOA Youth Program Budget

The PY 2015 WIOA Youth program received an allocation of \$2,673,001. With the transition from Workforce Investment Act (WIA) to Workforce Innovation and Opportunity Act (WIOA), in-school youth programs are being reduced while out-of school youth funding has increased. At least 75% of youth funds must be spent on out-of school youth programs under the new Federal legislation. The total budget for the PY 2015 Youth program is \$2,396,601.

PETER KEATING MOVED TO APPROVE PY '15 WIOA YOUTH PROGRAM BUDGET AS PRESENTED; SUPPORT BY PAT ANGER. MOTION CARRIED UNANIMOUSLY.

i. Recommendation to APPROVE PY '15 Wagner-Peyser Employment Service Budget

The Employment Service allocation for PY 2015 is \$864,827, a significant decrease from the PY 2014 allocation of \$1,446,372. In order to adjust to this decrease in funding, this budget will decrease its support of the Employment Service Provider which will be supplemented by Dislocated Worker and the Adult program budgets. The PY 2015 Employment Service budget totals \$843,027.

WILLIAM PETERSON MOVED TO APPROVE PY '15 WAGNER-PEYSER EMPLOYMENT SERVICE BUDGET AS PRESENTED; SUPPORT BY THELMA COSTELLO. MOTION CARRIED UNANIMOUSLY.

j. Informational Items

i. Update on Reorganization of the Macomb/St. Clair Workforce Development Board

The Board was given an update on the reorganization of the Workforce Development Board under the Workforce Innovation and Opportunity Act (WIOA). This new legislation calls for a reduction in the size of WDBs across the state. We are currently structured for a 37 member board and Macomb County Executive, Mark Hackel has agreed to a 29 member board. The reconfigured board will have a majority of its members coming from the private sector, 20% of the board will be from labor organizations and may include community based organizations, one member must come from each of the following: adult education/literacy, higher education, economic development and vocational rehabilitation. The board may include a non-voting member from the Workforce Development Agency (WDA) and the Department of Health and Human Services (DHHS). With the change in sectors represented on the new Board, some present members will not be appointed to the new Board. Twenty-four appointments will come from Macomb County and St. Clair County will make five recommendations for appointment.

Mr. Bierbusse added that the Macomb County Board of Commissioners has approved the Intergovernmental Transfer of Function & Responsibilities which identifies Macomb County as the grant recipient allowing the Macomb County CEO to make all appointments to the board. The St. Clair County Board of Commissioners will vote on the document June 4, 2015. The new Board will be in existence until July 1, 2017 because Macomb/St. Clair has received initial designation of a workforce area due to meeting/exceeding past performance standards.

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

The Board reviewed a chart of TAA expenditures for the first two quarters of FY 2015 showing that expenditures are nearly the same as compared to the same time period from the previous year. Expenditures during October 2013 through March 2014 totaled \$851,421 compared to \$858,981 during October 2014 through March 2015.

6. Executive Director's Report

Mr. Bierbusse elaborated on the Department of Defense Grant which was reported on in the Adult Programs Committee Report. As part of the grant application, we were required to show that there were at least 2,500 defense job displacements in Southeast Michigan. The grant dollars received will be dedicated to a Worker Transition Center which will promote re-employment of displaced defense workers. Funds will also be used for economic development bringing new defense jobs into the community. Mr. Keating talked about some projects being planned for the defense industry in Southeast Michigan.

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Mr. Bierbusse also congratulated Bill Peterson on being named to the State Workforce Development Board representing the labor sector.

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, June 25, 2015 4:00p.m., Voyageur Restaurant in St. Clair.** Members will be notified.

10. Adjournment

PETER KEATING MOVED TO ADJOURN; SUPPORT BY MARY MATUJA. MOTION CARRIED.

The meeting adjourned at 3:50 p.m.

Respectfully submitted,



Jean Wurmlinger
Recording Secretary