

**Macomb/St. Clair Workforce Development Board
September 24, 2015**

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

September 24, 2015

The Macomb/St. Clair Workforce Development Board met Thursday, September 24, 2015 at the Clinton Township Michigan Works Service Center with the following members present (denotes private sector):

AT ROLL CALL:

- | | |
|---------------------|-----------------|
| ✓ Pat Anger | ✓ Maria Kokas |
| ✓ Karen Arondoski | ✓ Mike Kramer |
| Deborah Bouts | Ken Lampar |
| Dan Casey | Monika Leasure |
| Michael Connors | ✓ Mary Matuja |
| ✓ Hannah Costello | Jennifer Miller |
| ✓ Sharise Gavlinski | Mike Moran |
| ✓ Patti Gendernalik | Rick Niedieck |
| ✓ Carl Gervason | Valerie Nunn |
| ✓ Virginia Gronley | Gary Polulak |
| ✓ Carter Hitesman | James Sawyer |
| ✓ Peter Keating | ✓ Charles Shaw |
| ✓ Joseph Keppler | |

ARRIVED AFTER QUORUM

Tanise Hill

MEMBERS ABSENT:

- | | |
|------------------|------------|
| ✓ Ann Forster | Erin Smith |
| William Peterson | |

OTHERS PRESENT:

John Bierbusse	Bernice Kerner
Bob Apczynski	Patty Madigan
Beth Diehl	

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1. Call to Order

The meeting was called to order by Executive Director John Bierbusse at 3:00 p.m.

2. Roll Call

Roll call was taken with 25 members present (14 private sector)

Members introduced themselves as this is the first meeting of the Board under WIOA legislation.

3. Selection of a Temporary Chairperson

Mr. Bierbusse suggested that Carl Gervason continue as temporary chairperson until elections can be held at the next meeting of the Workforce Development Board in October. At that time there will be an election for Chairperson, Vice Chair and Secretary/Treasurer.

PAT ANGER MOVED TO APPROVE THE SELECTION OF CARL GERVASON AS TEMPORARY CHAIRPERSON AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

4. Background Information and Functions of the Workforce Development Board

Mr. Bierbusse presented background information on the formation and functions of the Workforce Development Board. He also provided a letter from the Workforce Development Agency (WDA) approving our request that Macomb/St. Clair be designated as a workforce area for two years under the Workforce Innovation and Opportunity Act. This was granted based on the fact that Macomb/St. Clair has met past performance goals and is in good standing with the WDA.

5. Program Presentations

Department Coordinators presented a brief description of the programs they administer.

a) Workforce Innovation and Opportunity Act (WIOA)

Beth Diehl, WIOA Coordinator, highlighted the adult program for economically disadvantaged individuals 18 or older and the dislocated worker program for individuals 18 or older who have lost their job due to a plant closure. These services are delivered at the Michigan Works Service Centers in Macomb and St. Clair Counties and provide for basic career services, Individualized career services/case management, training services and follow-up.

Ms. Diehl also detailed programs for out-of-school youth ages 16 -24 who are not attending school and in-school youth, ages 14- 21 attending school, secondary or post secondary under WIOA. The out-of-school programs are delivered at four MW service centers and the in-school youth programs are held at three high schools in Southern Macomb County. Youth funding is used to provide activities and services to support eligible young adults with attaining a high school diploma, GED or post-secondary school credentials; prepare young adults for training opportunities; career readiness for unsubsidized employment; and connections to employers. Seventy-five percent of youth program funds must be spent on out-of-school youth.

b) Trade Adjustment Assistance (TAA)

TAA is a federal program that assists U.S. workers who have lost their jobs as a result of foreign trade. The program goal is to provide eligible workers with opportunities to obtain the skills, credentials, resources, and support necessary to become reemployed as quickly as possible. Beth Diehl explained to the board benefits and services available to TAA customers. These services are provided at all five MW service centers.

c) Wagner-Peyser Employment Service (ES)

Employment Services Coordinator, Bob Apczynski, gave an overview of Wagner-Peyser services offered at all

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Michigan Works service centers. Any job seeker, whether unemployed or looking for a better job, is eligible to receive Wagner-Peyser funded services. These services include job search assistance, help preparing and posting a resume in the Pure Michigan Talent Connect System, information on seminars and vocational and on-the-job training programs and providing information to employers who wish to use the system to find appropriate candidates to fill job openings.

Mr. Apczynski also detailed the Business Services unit which focuses on helping job ready job seekers develop their job search skills and working to match these customers with businesses who are looking to hire qualified job seekers. Two programs that are useful in placing job seekers into positions with area employers are On-the-Job Training (OJT) and the Skilled Trades Training Fund (STTF).

d) Partnership. Accountability. Training. Hope (PATH)

Three Welfare-to-Work programs include Partnership, Accountability, Training, and Hope (PATH), PATH Refugee and the Food Assistance, Employment and Training (FAE&T) programs. The PATH and FAE&T services are delivered at the Michigan Works Service Centers at Roseville, Clinton Twp. and Port Huron. The PATH Refugee program is provided by the Refugee Resettlement Agency office in Macomb County for individuals who have obtained refugee status. Both the PATH and PATH Refugee programs are intended for individuals with dependent children who are applying for or receiving cash welfare and are referred by the Department of Health and Human Services (DHHS) with the goal of helping customers obtain self-sufficiency. The FAE&T customer is an able-bodied adult between the age of 18 and 49, without dependent children, who is able to work and who is receiving food assistance. Services for these customers included assessment, job search/job readiness, vocational training, job retention services and support services.

e) Prisoner Re-entry (PR)

Details of the Prisoner Reentry (PR) program were provided to the Board by Patty Madigan. The goal of this program is to enhance public safety by reducing offender recidivism. It is a statewide strategic approach for the delivery of services which include transitional housing, employment readiness, social support, health and behavioral health. All are delivered in collaboration with state and local agencies to provide the tools necessary for the parolees' successful transition into the community. The parole board designates who is eligible to receive funded services prior to the parolees release from prison.

Macomb/St. Clair Workforce Development Board administers the grant for two sites, Macomb County and Thumb Region which includes St. Clair, Lapeer, Sanilac, Tuscola and Huron Counties.

f) Senior Community Service Employment Program (SCSEP)

Bernice Kerner explained the goal of the Senior Community Service Employment Program (SCSEP) to the Board. SCSEP prepares economically disadvantaged adults age 55 and older who are not job ready by placing them in employment in a non-profit organization which assists them in gaining work experience and new skills. Participants receive an \$8.15 per hour training stipend for a maximum of 19 hours per week while they actively job search.

Macomb/St. Clair delivers services in Macomb, Oakland, St. Clair and Monroe counties.

g) Special Projects Grants

Ms. Kerner also reported to the Board on three special projects grants in which Macomb/St. Clair is involved.

Advanced Energy Storage Systems Initiative (AESSI) is a regional grant to grow the field of advanced energy storage. Macomb/St. Clair works closely with Macomb Community College and Wayne State University in coordinating training to interested unemployed workers. The grant runs from October 1, 2011 to

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September 30, 2015.

Building Capacity and Capability in the Bio-Based Materials Manufacturing Sector (MIIA) is a three year grant operating from October 1, 2013 to September 30, 2016. Macomb/St. Clair has partnered with Macomb Community College (MCC) to provide training to unemployed and employed individuals in bio-based materials manufacturing related to the auto industry. MCC is responsible for training which is being delivered at M-TEC in Warren or the South Campus in Warren. Macomb/St. Clair monitors eligibility done by MCC and does all reporting.

The purpose of the **Advance Michigan Defense Collaborative (AMDC)** is to provide assistance to firms in Michigan affected by the downturn in Department of Defense contracts. The grant dollars received will promote re-employment of displaced defense workers and will also be used for economic development bringing new defense jobs into the community. This two year grant operates from August 1, 2015 through July 31, 2017.

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.

6. Recommendation to Approve Additional Staff Positions

Mr. Bierbusse requested that the Board consider approving two additional staff positions related to the Department of Defense Economic Adjustment Grant.

a) Department of Defense Economic Adjustment Grant Coordinator

This position is a full-time position with the selected applicant being responsible to the MIS and Special Grants Coordinator to manage day to day operations of Office of Economic Adjustment Department of Defense Grant.

PETER KEATING MOVED TO APPROVE THE STAFF POSITION OF DEPARTMENT OF DEFENSE ECONOMIC ADJUSTMENT GRANT COORDINATOR AS PRESENTED; SUPPORT BY JENNIFER MILLER. MOTION CARRIED UNANIMOUSLY.

a) Part/time Accountant

This is a part-time 20 hours per week accounting position for the Department of Defense Economic Adjustment Grant for the period August 1, 2015 through closeout of the grant expiring July 31, 2017. This person will be responsible for maintaining all financial records of the grant and is responsible to the Executive Director and the Accounting Supervisor.

PAT ANGER MOVED TO APPROVE THE PART-TIME STAFF POSITION OF DEPARTMENT OF DEFENSE ECONOMIC ADJUSTMENT GRANT ACCOUNTANT AS PRESENTED; SUPPORT BY GARY POLULAK. MOTION CARRIED UNANIMOUSLY.

7. Other Business

A letter was received from County Executive Mark Hackel granting approval of the proposed Bylaws for the Macomb/St. Clair Workforce Development Board. There will be further discussion of the bylaws at the next meeting of the Workforce Development Board allowing members time for review.

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8. Hearing of the Public

There was no hearing of the public.

9. Scheduling of Next Meeting

The next general meeting is scheduled for October 22, 2015. Members will be notified.

10. Adjournment

CHARLES SHAW MOVED TO ADJOURN; SUPPORT BY PAT ANGER. MOTION CARRIED.

The meeting adjourned at 4:40 p.m.

Respectfully submitted,



Jean Wurmlinger
Recording Secretary