

**MINUTES OF THE  
WORKFORCE DEVELOPMENT BOARD**

December 8, 2016

The Macomb/St. Clair Workforce Development Board met Thursday, December 8, 2016 at Sajo's of Clinton Township with the following members present ( denotes private sector):

**AT ROLL CALL:**

- |                     |                 |
|---------------------|-----------------|
| ✓ Karen Arondoski   | ✓ Peter Keating |
| Deborah Bouts       | ✓ Mike Kramer   |
| Dan Casey           | Mike Moran      |
| ✓ Hannah Costello   | Rick Niedieck   |
| April Fidler        | Valerie Nunn    |
| ✓ Ann Forster       | Bill Peterson   |
| ✓ Sharise Gavlinski | Jim Sawyer      |
| ✓ Carl Gervason     | Erin Smith      |
| Tanise Hill         |                 |

**MEMBERS ABSENT:**

- |                     |                |
|---------------------|----------------|
| ✓ Patricia Anger    | Monika Leasure |
| ✓ Patti Gendernalik | ✓ Mary Matuja  |
| ✓ Virginia Gronley  | Gary Polulak   |
| ✓ Carter Hitesman   | ✓ Charles Shaw |
| ✓ Joe Keppler       |                |

**OTHERS PRESENT:**

- |                      |                     |
|----------------------|---------------------|
| John Bierbusse       | Bernice Kerner      |
| Bob Apczynski        | Terry McIlhargey    |
| Cheryl Braxton, MDOC | Patty Madigan       |
| Daryl Bukowiecki     | Julie Marlowe       |
| Terri Davis          | Susan Paternoster   |
| Beth Diehl           | Dennis Suszynski    |
| Debbie Farrell       | Deborah Szatkiewski |
| Lynn Hosking         | Sarah Tennant       |
| Kristie Kabacinski   | Martha Waroway      |
| Penny Kelly          | Jean Wurmlinger     |

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**1. Call to Order**

Chairperson Costello called the meeting to order at 6:00 p.m.

**2. Roll Call**

Roll call was taken with 17 members present (7 private sector).

**3. Approval of Previous Minutes**

**BILL PETERSON MOVED TO APPROVE THE MINUTES OF OCTOBER 27, 2016 AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

**4. Chairperson's Report**

Chairperson Costello wished members of the Board a Merry Christmas!

**5. Standing Committee Reports**

**A. ADMINISTRATIVE COMMITTEE**

**1. Meeting of November 10, 2016**

a. Recommendation to Modify PY '16 Michigan Works Service Center Support Budget  
A yearly allocation is received from the state for support of Michigan Works Service Center Operations. Funds are to be used for activities that improve customer service, inform the public about service centers and to upgrade facilities. The dislocated worker and adult program budgets contributed \$450,300 of carry in dollars toward this budget prior to receiving the PY 2016 allocation. Now that an allocation has been received the contribution from those two budgets will be reduced freeing up dollars for dislocated workers & adults. The modification to this budget increases the rent line item by \$23,300. The budget totals \$473,600.

**WILLIAM PETERSON MOVED TO MODIFY THE PY '16 MICHIGAN WORKS SERVICE CENTER SUPPORT BUDGET AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

b. Recommendation to Modify PY '16 WIOA Adult Program Budget  
The modification to the PY '16 Adult Program budget shows a decrease of \$10,533 to the actual carry-in dollars from PY'15. The classroom training line item will be reduced by that amount. The revised budget totals \$4,011,579.

**PETER KEATING MOVED TO MODIFY THE PY '16 WIOA ADULT PROGRAM BUDGET AS PRESENTED; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.**

c. Recommendation to Approve FY '17 TAA Case Management Budget, 2015  
Appropriation Year  
Appropriation Year 2015 funding has been identified which will be used to support costs associated with case management services to workers who have lost their jobs as a result of foreign trade. These funds cannot be carried forward and must be expended by September 30, 2017. The budget totals \$229,821.

**DEBORAH BOUTS MOVED TO APPROVE FY '17 TAA CASE MANAGEMENT BUDGET (AY 2015) AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

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- d. Recommendation to Approve FY '17 TAA Program Activity Budget, 2015  
Appropriation Year

The state has also identified Appropriation Year 2015 funds to support TAA program activities. The 2015 funding must be used by September 30, 2017. These funds will provide classroom training, on-the-job training, job search-job readiness and a relocation allowance of up to \$3,000 per person to workers who have lost their job as a result of foreign trade. The budget totals \$623,830.

**MIKE MORAN MOVED TO APPROVE FY '17 TAA PROGRAM ACTIVITY BUDGET (AY 2015) AS PRESENTED; SUPPORT BY APRIL FIDLER. MOTION CARRIED UNANIMOUSLY.**

- e. Recommendation to Approve FY '17 TAA Case Management Budget, 2016  
Appropriation Year

The state has identified Appropriation Year 2016 funding to support TAA program case management for FY 2017. These funds can only be used once the 2015 Appropriation budget has been exhausted. An allocation of \$367,247 was received with the entire amount dedicated to case management activities for TAA customers. These funds must be expended by September 30, 2018.

**PETER KEATING MOVED TO APPROVE FY '17 TAA CASE MANAGEMENT BUDGET (AY 2016) AS PRESENTED; SUPPORT BY KAREN ARONDOSKI. MOTION CARRIED UNANIMOUSLY.**

- f. Recommendation to Approve FY '17 TAA Program Activity Budget, 2016  
Appropriation Year

This budget supports TAA program activities for October 1, 2016 through September 30, 2018 and can be used once Appropriation Year 2015 funding has been fully expended. The allocation received totals \$1,049,278 with \$52,400 set aside for administrative costs leaving \$996,878 for classroom training, on-the-job training, job search-job readiness and relocation allowance.

**DEBORAH BOUTS MOVED TO APPROVE FY '17 TAA PROGRAM ACTIVITY BUDGET (AY 2016) AS PRESENTED; SUPPORT BY MIKE MORAN. MOTION CARRIED UNANIMOUSLY.**

**B. ONE-STOP COMMITTEE**

**1. Meeting of November 29, 2016**

a. Informational Items

- i. Final Negotiated Performance Goals for PY '16

The negotiated WIOA Performance Measures for PY 2016-2017 were approved at the October 27<sup>th</sup> meeting. On November 18<sup>th</sup> the Workforce Development Board received a letter from the state stating that it has been determined that the negotiated performance levels will be effective for PY 2016 *only*. The Talent Investment Agency will begin negotiations to determine PY '17 performance goals based on the expectation of continuous improvement. It will be difficult to prove continuous improvement because there will be no data for comparison.

- ii. Skilled Trades Training Fund Awards

Chairman Niedieck deferred to Bob Apczynski, Employment Services Coordinator, who updated the Board on the Skilled Trades Training Fund awards. Macomb/St. Clair was notified that of the 25 companies who applied for this funding in Macomb and St. Clair Counties, 16 were awarded a total of \$717,424. Since then Omega Plastics was awarded \$32,345 from available PY 2016 funds bringing the total to 17 companies receiving a total of \$749,769 in STTF funds.

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iii. Plant Closures

Avancez of Warren filed a Worker Adjustment and Retraining Notification (WARN) announcing the December 2, 2016 layoff of 87 workers. Worker orientations and presentations by Michigan Works! and the Unemployment Insurance Agency were held November 29, 2016. Production changes at Chrysler were cited as the cause for the layoffs.

Royal Oak Boring which was permanently closed in March 2016 leaving 80 individuals unemployed, has just recently become trade certified. Many of those workers have found new employment through a company hosted Job Fair last spring with assistance from the St. Clair County Economic Development Alliance and Michigan Works!

iv. Impact Award

Beth Diehl, WIOA Coordinator, reported that Macomb/St. Clair MWA has nominated Binson's Medical Equipment and Supplies and Latisha Price, an employee of Binson's, for the Michigan Works! Association Annual Impact Awards. This ceremony celebrates economic and workforce development achievements throughout the state. Both nominees will be honored as Impact Award recipients in February 2017. During this event lawmakers will present awards to the winners who will share their stories and the role Michigan Works! played in their success.

v. Telling Our Story

The September/October issue of "Telling Our Story" was provided for members of the Board to view. This is an in-house newsletter written by staff of Macomb/St. Clair celebrating achievements of our customers and the way in which Michigan Works! has impacted their lives.

vi. WIN Quarterly Reports, Macomb County and St. Clair County

The Board was provided with copies of the Workforce Intelligence Network (WIN) Quarterly Report. Members are encouraged to take some time to browse the report for insight into the state of the labor market in both Macomb and St. Clair Counties.

**6. Executive Director's Report**

Mr. Bierbusse updated the Board on comments submitted by Region 10 partners regarding the State of Michigan's WIOA Unified Plan Modification during the public comment period. The comments were in reference to the State designation of ten Prosperity Regions as WIOA Planning Regions which caused three MWAs to be split across two planning regions. Macomb/St. Clair is one of those MWAs with Macomb County in Region 10 and St. Clair County in Region 6. The position of the Region 10 partners is that this is not compliant with the WIOA regulations and that formation of the Prosperity Regions by the state was done in advance of the WIOA legislation being passed into law.

In follow-up, Mr. Bierbusse told the Board that a letter was received November 23<sup>rd</sup> stating that Modification number one was approved by the United States Department of Labor (USDOL) and the United States Department of Education (USDOE) to address specific deficiencies summarized in a letter to the State in response to the initial WIOA Unified Plan Submission. The letter noted that the comments we provided will be considered as part of modification number two during the first quarter of Calendar Year 2017.

Mr. Bierbusse also relayed to members that he received an email from the Office of Talent Policy and Planning addressing the fact that per WIOA regulations, MWAs such as Macomb/St. Clair cannot be split across two WIOA planning regions. Therefore, those planning regions will deviate slightly from the Governor's Prosperity Regions.

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Lastly, Mr. Bierbusse took this opportunity to introduce the Workforce Development Board Administrative staff who were able to attend and expressed his appreciation for their efforts over the past year.

**7. Other Business**

There was no other business.

**8. Hearing of the Public**

There were no comments from the public

**9. Scheduling of Next Meeting**

The next general meeting is scheduled for **January 26, 2017**. Members will be notified.

**10. Adjournment**

**DEBORAH BOUTS MOVED TO ADJOURN; SUPPORT BY SHARISE GAVLINSKI. MOTION CARRIED.**

The meeting adjourned at 6:45 p.m.

Respectfully submitted,



Jean Wurmlinger,  
Recording Secretary