

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

October 27, 2016

The Macomb/St. Clair Workforce Development Board met Thursday, October 27, 2016 at the Clinton Township Michigan Works Service Center with the following members present (☑ denotes private sector):

AT ROLL CALL:

- | | |
|-------------------|-----------------|
| ✓ Patricia Anger | ✓ Peter Keating |
| ✓ Karen Arondoski | Monika Leasure |
| Deborah Bouts | ✓ Mary Matuja |
| Dan Casey | Rick Niedieck |
| ✓ Hannah Costello | Valerie Nunn |
| ✓ Ann Forster | Bill Peterson |
| ✓ Carl Gervason | ✓ Charles Shaw |
| ✓ Carter Hitesman | Erin Smith |

ARRIVED AFTER QUORUM:

- ✓ Patti Gendernalik

MEMBERS ABSENT:

- | | |
|---------------------|----------------|
| April Fidler | ✓ Mike Kramer |
| ✓ Sharise Gavlinski | Mike Moran |
| ✓ Virginia Gronley | ✓ Gary Polulak |
| Tanise Hill | Jim Sawyer |
| ✓ Joe Keppler | |

OTHERS PRESENT:

John Bierbusse
William Delcamp, BSBP
Bonnie DiNardo, SC4
Thomas Heuerman, BSBP

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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 17 members present (9 private sector).

3. Approval of Previous Minutes

BILL PETERSON MOVED TO APPROVE THE MINUTES OF SEPTEMBER 22, 2016 AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Chairman Gervason had nothing to report

5. Election of Officers

The floor was opened to nominations for the election of officers.

BILL PETERSON NOMINATED HANNAH COSTELLO FOR CHAIR; SUPPORT BY CHARLES SHAW. Ms. Costello accepted the nomination as there were no other nominations. HANNAH COSTELLO WAS UNANIMOUSLY ELECTED AS CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.

PETER KEATING NOMINATED MICHAEL KRAMER FOR VICE CHAIR; SUPPORT BY PATRICIA ANGER. While not in attendance, Mr. Kramer previously agreed to accept if nominated. There were no other nominations. MICHAEL KRAMER WAS UNANIMOUSLY ELECTED AS VICE CHAIR OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.

MARY MATUJA NOMINATED PATRICIA ANGER FOR SECRETARY/TREASURER; SUPPORT BY DEBORAH BOUTS. Ms. Anger accepted the nomination as there were no other nominations. PATRICIA ANGER WAS UNANIMOUSLY ELECTED AS SECRETARY/TREASURER OF THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD.

6. Standing Committee Reports

A. INDIVIDUALS WITH DISABILITIES COMMITTEE

1. Meeting of October 11, 2016

a. Presentation on Available Staff Training from MRS/BNU

Now that the initial goal of obtaining ADA Accessibility Evaluations of the five Michigan Works Service Centers is complete, Deborah Bouts, Committee Chair, reported to the Board on the next objective of this committee which is to provide staff-wide training on awareness and sensitivity while working with disabled customers.

Ms. Bouts reported that two individuals from MRS/BNU who have experience with disability sensitivity training presented four modules of Windmills, a nation-wide disability awareness training program, for the committee to review. Ms. Bouts was able to report that committee members were in agreement that this would be an excellent introductory session. All service center staff would attend one half-day session, four-hours in length enabling service centers to remain operational. An on-line course presented by ADA National Network which would also provide basic understanding of the needs of disabled persons was discussed in committee as well as the possibility of ADA compliance training for site managers. The committee will continue working out the details.

Additional purchase of JAWS, an assistive screen reader developed for computer users whose vision is limited, is being researched. Upgrades would cost \$1,000 for each of the five service centers.

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B. ADMINISTRATIVE COMMITTEE

1. Meeting of October 13, 2016

- a. Recommendation to Modify Program Year 2016 Budgets
 - i. WIOA Adult Program Budget

Due to a greater need for training dollars for adult customers, \$300,000 is being transferred from the Dislocated Worker budget with \$290,000 to be used for classroom training and \$10,000 for supportive services. This budget totals \$4,022,112.

MARY MATUJA MOVED TO MODIFY THE PY '16 WIOA ADULT PROGRAM BUDGET AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

- ii. WIOA Dislocated Worker Program Budget

With fewer plant closures and growth in industry there is less need for training dollars for WIOA Dislocated Workers. Therefore, \$300,000 will be transferred into the Adult programs budget reducing this budget to \$2,580,379.

MARY MATUJA MOVED TO MODIFY THE PY '16 WIOA DISLOCATED WORKER PROGRAM BUDGET AS PRESENTED; SUPPORT BY MONIKA LEASURE. MOTION CARRIED UNANIMOUSLY.

- b. Recommendation to Approve Fiscal Year 2017 Budgets
 - i. RESEA Work-Based Training Budget

The RESEA work-based training budget which provides training for unemployed customers who are doubtful of returning to work before benefits run out. This is a Wagner-Peyser program funded by the Unemployment Insurance Agency with an allocation of \$97,664. \$9,700 is set aside for administrative costs. The budget totals \$87,964.

PATRICIA ANGER MOVED TO APPROVE THE FY '17 RESEA WORK-BASED TRAINING BUDGET AS PRESENTED; SUPPORT BY BILL PETERSON. MOTION CARRIED UNANIMOUSLY.

- c. Recommendation to Approve Comments on the State's Unified Plan

Ms. Costello reported to the Board on comments that Region 10 partners submitted regarding the State of Michigan's WIOA Unified Plan Modification. The comments were in reference to the State designation of ten Prosperity Regions as WIOA Planning Regions which causes 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.

PATRICIA ANGER MOVED TO APPROVE COMMENTS ON THE STATE'S UNIFIED PLAN AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

- d. Informational Items
 - i. Status of Region 6 Plan

Macomb/St. Clair received a letter of approval from the Workforce Development Agency for the Region 6 WIOA Four-Year Plan covering PY 2016 through PY 2019. This Plan is subject to yearly modifications as changes in regional conditions necessitate and as the WDA determines necessary.

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ii. Status of Region 10 Plan

Ms. Costello informed the Board that at the time of the committee meeting, Macomb/St. Clair had not received approval of the Region 10 WIOA Four-Year Plan covering PY 2016 through PY 2019 which was submitted in June, 2016. However, members were given a copy of the approval letter that has since been received stating that the Region 10 Plan has been approved and that at a minimum, must be reviewed and modified at the end of the first two-year period which would be at the end of PY 2017.

iii. Status of Local Michigan Works Agency Plan

The WIOA Four-Year Local Michigan Works Agency Plan covering Program Years 2016 through 2019 was submitted to the State in June, 2016. A letter was received in September stating that the Plan has been reviewed and approved by the Workforce Development Agency subject to conditions outlined in the letter. The conditions tied to this approval will be removed when the PY 2016 and PY 2017 levels of performance have been finalized and copies of executed Memorandums of Understanding with required partners have been received and approved. Macomb/St. Clair is in the process of meeting these two conditions. WIOA requires that local plans must be reviewed and are subject to modification at the end of the first two-year period of the plan.

C. ONE-STOP COMMITTEE

1. Meeting of October 18, 2016

- b. Recommendation to Approve Performance Negotiations with the State of Michigan for Program Years 2016 and 2017 for the Workforce Innovation and Opportunity Act (WIOA), Title I Programs (Adult, Dislocated Worker and Youth) and the Wagner-Peyser Act Program.

After State negotiations with the Department of Labor for PY 2016 and 2017 WIOA performance measures were completed, the State's Talent Investment Agency negotiated with local MWAs for implementation of performance measures for WIOA Adult, Dislocated Worker and Youth programs, and Wagner-Peyser Act programs. Mr. Bierbusse explained that of the State's fourteen proposed goals, Macomb/St. Clair accepted seven while making a counter offer on the remaining seven. In all cases the performance levels that Macomb/St. Clair proposed were above the state average that had been negotiated with the Department of Labor. Mr. Bierbusse presented three charts to the Board which show the State's proposed measures for PY 2016-2017, the counter offer by Macomb/St. Clair and finally the agreed upon goals for PY 2016-17.

MARY MATUJA MOVED TO APPROVE PERFORMANCE NEGOTIATIONS WITH THE STATE OF MICHIGAN FOR PROGRAM YEARS 2016 AND 2017 FOR THE WIOA TITLE I PROGRAMS (ADULT, DISLOCATED WORKER AND YOUTH) AND THE WAGNER-PEYSER ACT PROGRAM AS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

- c. Recommendation to Approve Final Negotiations with the Partnership Accountability Training Hope (PATH) Service Providers and PATH Refugee Service Provider

Committee Chairman Niedieck reported on the final negotiated budgets for the three PATH Service Providers located in the Michigan Works Service Centers and for the PATH Refugee Service Provider located off-site.

Reductions in the proposed budgets for the two new providers in Roseville and Clinton Twp. are based on an eleven-month budget due to the one-month extension approved for the current service provider. Funding for the Food Assistance Employment and Training Program in Macomb/St. Clair has been eliminated. Therefore, the Food Assistance staff person has been eliminated from all three PATH negotiated budgets.

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St. Clair Shores Adult and Community Education will continue as the Port Huron PATH Service Provider. The proposed budget of \$505,485.26 has been reduced to \$449,583.62.

Jewish Vocational Services, the approved PATH provider in the Roseville Michigan Works Service Center, proposed a budget of \$568,715. Their negotiated budget was reduced to \$483,431

The Clinton Township PATH Service Provider, Employment & Training Designs, Inc. agreed to lower their proposed budget by \$165,324. As well as eliminating the Food Assistance staff person and reducing their budget by one-month, the Program Manager's contract hours were reduced from 640 to 400 and the Liaison position was removed from the budget because that position is already in place through another service provider. Other reductions include the cost of daily snacks and babysitting room supplies. The final negotiated budget is \$627,113.

Samaritas will continue as the Path Refugee Service Provider for FY 2017. Because their contract is strictly for case management services and they are housed in their own building, there was no need to negotiate their proposed budget of \$252,000.

MONIKA LEASURE MOVED TO APPROVE FINAL NEGOTIATIONS WITH THE PARTNERSHIP ACCOUNTABILITY TRAINING HOPE (PATH) SERVICE PROVIDERS AND PATH REFUGEE SERVICE PROVIDERAS PRESENTED; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

a. Informational Items

i. Skilled Trades Training Fund Applications (STTF)

This is the fourth year the State has offered the STTF program which will distribute \$15 million statewide to help employers cover the cost for short-term training of incumbent workers or registered apprenticeships. Mr. Niedieck reported that twenty applications were received from Macomb County businesses and five received from businesses in St. Clair County. An announcement will be made by the Workforce Development Agency by mid-November indicating which companies will receive STTF funds.

ii. Plant Closures

Rick Niedieck reported to the Board that Macomb/St. Clair has received notice of two companies experiencing layoffs or closure. Faurecia with four locations announced a total of 348 hourly and salaried workers will lose their jobs with layoffs beginning the first week of December. The facilities in Sterling Heights and Fraser will permanently close while the two other facilities will remain open but will experience layoffs. With the elimination of the Chrysler 200, a loss of customer business was cited as the cause for the layoffs.

The second scheduled closure is the KMART on Groesbeck in Clinton Township. Approximately 100 part-time jobs will be affected as Sears Holdings Corporation continues with their plan to reduce expenses. Michigan Works provided reemployment services information packets to the store manager for distribution to employees.

D. YOUTH PROGRAMS COMMITTEE

1. Meeting of October 19, 2016

a. Recommendation to Approve Final Negotiation of WIOA Youth Contract Extensions

Peter Keating reported on the final budgets for a one-year contract extension of six current youth providers who offer Out-of-School Youth, In-School Youth and Summer Youth Employment programs. The PY 2016 contracts will cover July 1, 2016 through June 30, 2017.

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Employment & Training Designs, Inc. (ETDI) provides Out-of-School Youth and In-School Youth programming in four of our five Michigan Works Service Centers. ETDI will serve 340 Out-of-School and 60 In-School Youth with a final budget of \$1,042,407.

Blue Water Center for Independent Living provides GED preparation and one-on-one tutoring and counseling for 60 Out-of-School youth. Their budget will increase by \$15,000 over the recommended amount to provide for increased staff hours and will total \$165,000.

Virtual Learning Academy of St. Clair County serves 60 Out-of-School youth providing on-line high school completion for students who have been expelled or have dropped out of high school. Their final budget for PY 2016 will remain at the recommended level of \$150,000.

East Detroit Public Schools, an In-School Youth provider for 50 students also provided services to 25 participants of the Summer Youth Employment Program. Funding needed for the Summer Youth Employment Program was less than anticipated lowering the final budget to \$124,022.

Fitzgerald Public Schools, an In-School Youth provider for 75 students requested \$72,633 to serve 65 participants of the Summer Youth Employment Program. Actual need was less than anticipated reducing the total budget to \$208,341.

Warren Woods Public Schools provides In-School Youth activities for 30 students and provided summer youth employment for 20 foster care youth. Their final budget was increased to provide for additional staff hours bringing the total amount to \$73,026.

Synopsis of the funding shows:

WIOA Youth Funding	# Participants	Recommended	FINAL
OSY	460	\$1,186,407	\$1,201,407
ISY	215	\$567,552	\$ 561,389
TOTALS	675	\$1,753,959	\$1,762,796

b. Informational Items

i. Summer Work Experience Programs

The Board viewed a video presentation by WIOA Youth Specialist, Cris Robson, on the wide variety of Summer Work Experience programming that took place this past summer including career exploration, work-readiness training, work experience, talent tours and leadership development in Macomb and St. Clair Counties. In Macomb County, Fitzgerald Public Schools offered career exploration opportunities that included Culinary Arts, Automotive Technician, Physical Therapy, Veterinary Technician, and Pharmacy Technician. Warren Woods Public Schools also offered a Culinary Arts program as well as career exploration in Information Technology, Machine Shop and Early Childhood Development. East Detroit Public Schools provided students with career exploration in the world of Broadcasting and Production. In St. Clair County, students were placed at various worksites throughout the community. Employers included City of Port Huron Parks and Recreation at Lakeside Cemetery, McMorran Arena, Blue Water Habitat for Humanity, and The Crossing. Overall, 100+ students worked on-average six weeks gaining valuable work-readiness skills and experience and earning over \$100,000.

ii. Current Program Activity

Peter Keating reported to the Board that since July 1, 2016, thirty-three Young Professionals had paid work experience opportunities developed by the Young Professionals Business Services team. Placements

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included employment as cooks, administrative assistants, stock clerks, warehousing, early childhood development, advanced manufacturing, grounds maintenance, construction and many others.

Most Young Professionals need additional occupational skills training in order to enter the workforce. During the 1st quarter of PY 2016, thirty-two Young Professionals enrolled in occupational training programs for a wide variety of careers including nurse assistant, pharmacy technician, dental assistant, boiler operator, chef, industrial mechanic, and many more.

7. Executive Director's Report

Mr. Bierbusse updated Members on the most recent labor market statistics for Macomb and St. Clair Counties with charts showing yearly trends from 1999-2015 as well as monthly trends for 2016. He pointed out that April 2016 showed a significant loss in the number of people in the labor market. However, since the beginning of the year, there has been an overall increase of 20,000 people in the labor force in Macomb County and an increase of 3,000 in St. Clair County. The unemployment rate in Macomb County is at 5.9% with an additional 2,000 people employed since the beginning of the year. St. Clair County's unemployment rate is at 6.5% with employed citizens up 5% over last year and their workforce participation rate is back to the levels of 2012-2013.

Mr. Bierbusse was also able to give the Board additional information on the Region 10 Partners' comments on the State's WIOA Unified Plan Modification as discussed during the Administrative Committee report. He noted that the comments were successfully received and that the State Director agreed that there was a misinterpretation of the WIOA regulation when the State simply selected the ten Prosperity Regions and designating them as planning regions which caused three Michigan Works Agencies, including Macomb/St. Clair, to be split across two planning regions. It has been verbally agreed upon that Prosperity Regions will stay as they are with the development of ten workforce areas. Macomb/St. Clair will remain in one workforce area without concern that we will be split into two MWAs.

8. Other Business

There was no other business.

9. Hearing of the Public

There were no comments from the public

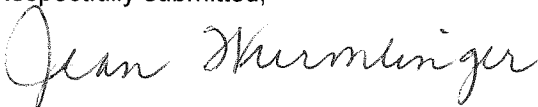
10. Scheduling of Next Meeting

The next general meeting is scheduled for December 8, 2016 at Sajo's Restaurant. Members will be notified.

11. Adjournment

BILL PETERSON MOVED TO ADJOURN; SUPPORT BY CHARLES SHAW. MOTION CARRIED. The meeting adjourned at 4:05 p.m.

Respectfully submitted,



Jean Wurmlinger,
Recording Secretary