

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

September 28, 2017

The Macomb/St. Clair Workforce Development Board met Thursday, September 28, 2017 at the Clinton Township Michigan Works Service Center with the following members present:

(☑ denotes private sector):

AT ROLL CALL:

- | | |
|---------------------|-----------------|
| ✓ Patricia Anger | Tanise Hill |
| Deborah Bouts | ✓ Peter Keating |
| ✓ Hannah Costello | ✓ Mary Matuja |
| Jason Dahl | Valerie Nunn |
| ✓ Ann Forster | Bill Peterson |
| ✓ Jennifer Gavin | |
| ✓ Sharise Gavlinski | |

AFTER ROLL CALL:

- | | |
|------------------|--------------|
| ✓ Lindsey Hoover | Maria Zardis |
|------------------|--------------|

MEMBERS ABSENT:

- | | |
|-------------------|----------------|
| ✓ Karen Arondoski | ✓ Mike Kramer |
| Dan Casey | Monika Leasure |
| April Fidler | Mike Moran |
| ✓ Carter Hitesman | ✓ Erin Smith |
| Lee Graham | Jim Sawyer |
| ✓ Joe Keppler | ✓ Charles Shaw |

OTHERS PRESENT:

John Bierbusse, Executive Director	Fred DeCamp, BSBP
Thomas Heuerman, BSBP	Bonnie DiNardo, SCCCC

Macomb/St. Clair Workforce Development Board

September 28, 2017

1. Call to Order

Chairperson Costello called the meeting to order at 3:05 p.m.

2. Roll Call

Roll call was taken with 12 members present, 7 private sector. Quorum not achieved at this time.

3. Approval of Previous Minutes

Minutes could not be approved without a quorum.

4. Chairperson's Report

Chairperson Costello introduced new Board member Jason Dahl and thanked Mike Kramer for standing in as chairperson at the August 24th meeting. Lacking a quorum, Chairperson Costello requested that the meeting proceed with informational items.

5. Standing Committee Reports

A. ONE-STOP COMMITTEE

1. Meeting of September 19, 2017

a. Informational Items

i. Update on FY 18 Partnership, Accountability, Training, Hope (PATH)

The PATH program is designed to assist cash welfare applicants and recipients referred by the Department of Health and Human Services in employment and training activities that will lead to self-sufficiency. It was explained that FY 2018 is the first year that MWAs have been allowed to carry-in funding from FY 2017. Macomb/St. Clair will carry-in \$477,860 and has a planning allocation of \$4,992,209 in federal TANF dollars and \$815,209 in GF/GP funding from the state.

ii. Plant Closure Report

General Motors-Warren Global Propulsion Systems has approximately 160 workers who have been trade certified and will receive an orientation with information on TAA services and how to apply for benefits. On-site leased workers from Development Dimensions International are also included in the certification. Lay-offs occurred in late June 2017

iii. Report on Skilled Trades Training Fund (STTF)

The STTF program is entering its fourth year providing dollars for employers to train incumbent workers and new hires with up to \$1,500 per person. The state has budgeted \$29 million for the FY 2018 budget. The awarding of STTF dollars is competitive. Employers must submit an application which is reviewed and forwarded to the State's Talent Investment Agency (TIA). Special consideration is given to companies creating jobs for veterans, individuals with disabilities, returning citizens and workers age 55 or older. Awards will be announced in late November. The Board was provided with a list of 2017 awardees who received a total of \$738,670. It is expected that there will be over \$1 million in awards for Macomb and St. Clair County employers for FY 2018.

iv. Report on Michigan Works Service Center Activity

The Board was updated on service center activity with the Michigan Works Registration charts showing the amount of traffic going through the sites from 2006-2017 for both Macomb and St. Clair counties. These charts do not include repeat visits by customer and show numbers steadily declining over recent years in both Macomb and St. Clair. The 2017 Registration by Site chart highlights the increase in traffic at the Warren office, one of the smaller service centers, due to the temporary closing of the Roseville office. Activities normally housed in the Roseville office have been moved to Macomb Community College (PATH program)

**Macomb/St. Clair Workforce Development Board
September 28, 2017**

and Warren Woods Adult Education Center (WIOA and Employment Services). Mr. Bierbusse is hopeful that Roseville will be restored by early next spring.

v. Telling Our Story

The Board was provided with a copy of the August edition of "Telling Our Story" celebrating customer achievements and illustrating the impact Michigan Works has on customers' lives. Three stories were highlighted by Ms. Hill and members are encouraged to read the entire newsletter.

Hoover arrived at 3:16 pm and Zardis arrived at 3:29 pm, quorum achieved.

Approval of Previous Minutes

There is a revision to the time at which the August 24th meeting was called to order. The minutes should read 3:05 p.m. rather than 4:05 p.m.

**BILL PETERSON MOVED TO APPROVE MINUTES OF AUGUST 24, 2017 WITH CORRECTIONS;
SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.**

- b. Recommendation to Approve Thumb Area Offender Success Contract with Michigan Department of Corrections (MDOC)

Tanise Hill, Committee Chair, explained that there were no responses to an RFP released by MDOC for the Thumb Area (Lapeer, Sanilac, Tuscola and Huron Counties) FY 2018 Offender Success Program. Since Macomb/St. Clair administered the FY 2017 grant for the Thumb Region, we were asked to extend our current contract with MDOC through October 31, 2017 with an allocation of \$30,000. The funds will be used primarily to house parolees using contractors already in place from the previous contract. A second RFP for the Thumb Area was released and Catholic Charities was awarded a contract to begin services on November 1.

**MARY MATUJA MOVED TO APPROVE THE THUMB AREA OFFENDER SUCCESS CONTRACT;
SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.**

- c. Recommendation to Approve Macomb/St. Clair Area Offender Success Contract with Michigan Department of Corrections

Macomb/St. Clair was awarded a four-year contract to operate the FY 2018 Offender Success program in Macomb and St. Clair Counties with a first-year allocation of \$1,595,150. This contract is a performance based contract with key performance measures to include; initial job placement rate (unsubsidized full-time employment); twelve-month job retention rate; and the recidivism rate.

**PETER KEATING MOVED TO APPROVE THE MACOMB/ST. CLAIR AREA OFFENDER SUCCESS
CONTRACT; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.**

- d. Recommendation to Approve Reemployment Services & Eligibility Assessment (RESEA) Program Plan

Ms. Hill explained that Macomb/St. Clair received \$148,000 in a grant to extend the current RESEA program through December 31, 2017. The MWA is reimbursed through the grant based on services provided to the U.I. recipient. Using a list of those likely to exhaust their unemployment benefits provided by the Unemployment Agency the MWA will contact and schedule an orientation on reemployment services available. If the U.I. recipient fails to show for the orientation, the MWA will receive \$15.00; if the U.I. recipient attends the

**Macomb/St. Clair Workforce Development Board
September 28, 2017**

orientation and at least one 2-hour workshop, the MWA will receive \$144.28. If the U.I. recipient attends an additional 2-hour workshop the MWA will receive an additional \$80.00.

**MARY MATUJA MOVED TO APPROVE THE RESEA PROGRAM PLAN; SUPPORT BY PATRICIA ANGER.
MOTION CARRIED UNANIMOUSLY.**

B. ADMINISTRATIVE COMMITTEE

1. Meeting of September 14, 2017

- a. Recommendation to Modify FY 2017 Trade Adjustment Assistance (TAA) Case Management Budget

Bill Peterson, Committee Chair, explained that an additional \$60,000 in TAA case management funding was requested and received by Macomb/St. Clair. These funds must be used by September 30, 2017 primarily for case management services. This modified budget totals \$614,821.

PETER KEATING MOVED TO MODIFY THE FY 17 TAA CASE MANAGEMENT BUDGET; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.

- b. Recommendation to Modify FY 2017 Trade Adjustment Assistance (TAA) Program Activities Budget

An additional \$40,000 was received for TAA program activities and will mostly be used for classroom training. Because no one has requested the relocation allowance, the line item has been removed from the budget. This budget now totals \$696,630.

MARY MATUJA MOVED TO MODIFY THE FY 17 TAA PROGRAM ACTIVITIES BUDGET; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.

- c. Recommendation to Approve PY 2017 DOD-OEA Advance Michigan Project-Federal Budget

A second round of funding was obtained for an additional two years of the DOD-OEA Grant. An allocation of \$2,008,692 was received. \$1,250,311 will be reserved as carry-in to PY 19 as many projects connected with this grant will not get off the ground in the first year. The budget totals \$758,381.

LINDSAY HOOVER MOVED TO APPROVE THE PY 17 DOD-OEA ADVANCE MICHIGAN PROJECT FEDERAL BUDGET; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.

- d. Recommendation to Approve PY 2017 DOD-OEA Advance Michigan Project Non-Federal Match Budget

This grant requires a cash match from the community. The Michigan Economic Development Corporation has made \$225,000 available. These funds will go toward contract services and the budget totals \$225,000.

SHARISE GAVLINSKI MOVED TO APPROVE THE PY 17 DOD-OEA ADVANCE MICHIGAN PROJECT NON-FEDERAL BUDGET; SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

- e. Recommendation to Approve PY 2017 DOD-OEA Defense Transition Center

There is \$700,000 remaining from last years funding which will be used to serve those laid off from the defense industry and recently separated veterans. \$224,415 will remain as carry-in to PY 2019. This budget totals \$260,471.

**Macomb/St. Clair Workforce Development Board
September 28, 2017**

MARY MATUJA MOVED TO APPROVE THE PY 17 DOD-OEA DEFENSE TRANSITION CENTER BUDGET; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.

- f. Recommendation to Approve FY 2018 PATH Temporary Assistance to Needy Families (TANF) Budget

TANF funding is received from the Federal government to help needy families achieve self-sufficiency through participation in the PATH program. This is the first year that MWAs have been allowed to carry in funds from the previous year. Macomb/St. Clair has \$477,860 of carry-in from FY 2017 and received an allocation of \$4,992,209 for FY 2018. The budget totals \$4,686,069.

PATRICIA ANGER MOVED TO APPROVE THE FY 18 PATH TANF BUDGET; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.

- g. Recommendation to Approve FY 2018 PATH GF/GP Budget

This is the second part of funding for the PATH program which MWAs receive from the state. Macomb/St. Clair received \$815,209. These dollars will be used for the PATH contractor. The budget totals \$717,409.

BILL PETERSON MOVED TO APPROVE THE FY 18 PATH GF/GP BUDGET; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

- h. Recommendation to Approve FY 2018 Offender Success Thumb Area Budget

There were no proposals received for the Thumb Area when the State released the RFP to operate Offender Success programs for FY 2018. Therefore, Macomb/St. Clair has been asked to extend the current contract for one-month, October 1, 2017 through October 31, 2017. The \$30,000 allocation will be used primarily to house inmates released on parole. The budget totals \$24,200.

MARY MATUJA MOVED TO APPROVE THE FY 18 OFFENDER SUCCESS THUMB AREA BUDGET; SUPPORT BY LINDSAY HOOVER. MOTION CARRIED UNANIMOUSLY.

- i. Recommendation to Approve FY 2018 Offender Success Macomb/St. Clair Area Budget.

Macomb/St. Clair was awarded a four-year contract to operate the Offender Success program in Macomb and St. Clair Counties. The allocation for FY 2018 is \$1,595,150. These monies will be used primarily for short-term housing and case management. This budget totals \$1,332,280.

MARY MATUJA MOVED TO APPROVE THE FY 18 OFFENDER SUCCESS MACOMB/ST. CLAIR AREA BUDGET; SUPPORT BY VALRIE NUNN. MOTION CARRIED UNANIMOUSLY.

- j. Recommendation to Approve Accountant Position

Due to the numerous federal and state grants that Macomb/St. Clair has received over the past few years, there is a need to hire an accountant to assist the Accounting Supervisor with tracking and reporting of expenditures. This position will be posted in the Pure Michigan Talent Connect and on our MWA website with resumes due by October 6, 2017.

DEBBIE BOUTS MOVED TO APPROVE THE ACCOUNTANT POSITION; SUPPORT BY LINDSAY HOOVER. MOTION CARRIED UNANIMOUSLY.

6. Executive Director's Report

**Macomb/St. Clair Workforce Development Board
September 28, 2017**

John Bierbusse talked about the Macomb County and St. Clair County Labor Force providing charts to show how much employment rate has improved. The number of people employed for Macomb County is back where it was in the year 2000. Macomb's unemployment rate has also gone down to 4.2% as of August 2017. St. Clair County employment rate is slowly going up with their unemployment rate hitting 4.5% as of August 2017.

7. Other Business

Chairperson Costello discussed bylaws and attendance at scheduled Board meetings. An Email will be sent to all members with requirements of attendance. Board members voted unanimously against having a Board member using an alternate from their company to stand in if they are unable to attend meeting. Discussion on having phone in conferencing for members who are unable to personally attend meeting but able to call in for meeting.

Board member Tanise Hill invited everyone to the Michigan Labor History Society event being held on October 20th through October 22nd, 2017.

Board member Mary Matuja is having a book signing at Somerset Mall South Side on October 19, 2017 from 5:00 pm until 9:00 pm.

8. Hearing of the Public

Representative from BSBP reminded board members that there is an update for service centers to upgrade their equipment to make assessable to the blind and disabled.

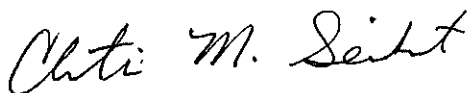
9. Scheduling of Next Meeting

The next general meeting is scheduled for 3:00 pm, October 26, 2017. Members will be notified.

10. Adjournment

ANN FORSTER MOVED TO ADJOURN; SUPPORT BY MARY MATUJA. MOTION CARRIED. The meeting adjourned at 4:06 p.m.

Respectfully submitted,



Christina Seibert,
Recording Secretary