

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

March 26, 2009

The Macomb/St. Clair Workforce Development Board met Thursday, March 26, 2009 at the Michigan Works Office, 43630 Hayes Road, Clinton Township, Michigan with the following members present (✓ denotes private sector):

AT ROLL CALL:

Lillian Adams	✓ William Morelli
✓ Frank Blowers	Philip Papes
John Bozymowski	William Peterson
✓ David Brandt	Gary Polulak
✓ Patti Gendernalik	✓ Rick Regan
✓ Carl Gervason	✓ Charles Shaw
✓ Peter Keating	✓ Kristine Tremble
✓ Dominic LaRosa	Jennie Tunnell
Mike Moran	

ARRIVALS AFTER QUORUM CALLED:

Erin Smith

MEMBERS ABSENT:

✓ Patricia Anger	✓ Mike Kramer
Ken Austin	✓ Mary Matuja
✓ John Daoud	✓ Scott Orts
✓ Robert Doetsch	✓ Paul Reiz
Nancy Falcone	Rene Stephan
George Kovtun	✓ Mike Wiegand

OTHERS PRESENT:

John Bierbusse	Kathy Jordon
Marsha Prose	Diane Weiss
Jim Patterson	Doreen MacDonald
Joe Dueweke	Scott Shine
Christina DeMeere	Monika Leasure
Ed Stanton	Victoria Corriveau
Brenda Etheridge	Susan Doherty

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1. Call to Order

Chairman Shaw called the meeting to order at 3:05 p.m.

2. Roll Call

Roll call was taken with 17 members present (10 private sector).

3. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE THE MINUTES OF MARCH 22, 2009 AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Shaw thanked everyone for attending.

5. Committee Reports

A. Macomb/St. Clair Education Advisory Group (EAG)

1. Meeting of March 17, 2009

a. Recommendation to Approve 2009-2010 Perkins Application

Mr. Regan announced the submission of the 2009-2010 Perkins application requiring board approval. He gave a brief summation for the upcoming school year and the long-range plan which assists special population students in their academic and technical skill development. The allocation this year is \$1.5 million.

(Smith arrived)

DOMINIC LaROSA MOVED TO APPROVE THE 2009-2010 PERKINS APPLICATION AS SUBMITTED; SUPPORT BY GARY POLULAK. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve 2009-2010 Tech Prep Grant Application

The annual and long-range plans for the Tech Prep grant continue to focus on working partnerships between secondary schools and post-secondary schools bridging the education gaps between grades 11 and 14. There is \$289,794 allocated this year.

FRANK BLOWERS MOVED TO APPROVE THE 2009-2010 TECH PREP GRANT PLAN AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

B. Youth Advisory Committee

1. Meeting of March 18, 2009

a. Recommendation to Approve Youth Contract Negotiation

Mr. Keating reported on the need to assist youth aging out of foster care and to this end, staff released a request for proposal to contract with organizations to provide services to this population. The first RFP was released six months ago with no response. Another RFP was released this winter resulting in four responses. Two of the responders, the *Blue Water Center for Independent Living* and *Leaps & Bounds*, have current year-round contracts and both are willing to serve this population.

L'Anse Creuse Public Schools submitted a proposal that was not recommended as the service provider has not proven their ability to identify and enroll enough students in their current contract to justify a new contract.

Therefore, the committee advised negotiating with *Communities in Schools of Detroit*, a new service provider for this board. They currently operate programs in Detroit for at-risk students and appear to be successful. The organization has a site in Mt. Clemens.

The Department of Human Services (DHS) continues to work with this population on a reduced level as long as they remain in school.

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FRANK BLOWERS MOVED TO NEGOTIATE WITH COMMUNITIES IN SCHOOLS OF DETROIT; SUPPORT BY DOMINIC LaROSA. MOTION CARRIED UNANIMOUSLY.

b. Informational Item

i. Summer Youth Plan Update

Through the American Recovery and Reinvestment Act (referred to as the economic stimulus package) the board is receiving a massive increase of funds to operate a summer youth program for economically disadvantaged young people ages 14 through 24. There is \$1.25 billion available nationwide; the State of Michigan expects \$76 million; the local allocation is \$5.5 million. These funds are available over the next two summers (2009 - 2010); however, the US Department of Labor strongly encourages spending as many of the dollars as possible this year. Mr. Keating noted that other MWAs may have a higher challenge since new staff has entered the arena over the past decade. It is our advantage that a number of staff are familiar with a program of this magnitude from past experience as similar programs were operated through the previous CETA and JTPA programs.

However, there is concern about a late start-up. In the past, temporary summer staff were hired by February in order to begin the process of identifying work sites, recruiting eligible youth and completing documentation. A posting for youth facilitators has been placed on the Talent Bank and 150 resumes have been received for 20 positions. A Request for Proposal was sent to school superintendents in both counties along with both community colleges to solicit summer programs that incorporate educational components along with work experience. A bidders' conference was held March 16th with only five schools represented. A second bidders' conference has been scheduled.

Approximately 2,000 young people will participate earning the current minimum wage of \$7.40 per hour; 120 older youth will be offered job coach positions (supervisory) and be paid at a higher wage. There is concern that some public institutions may have laid off staff and youth cannot be used as replacements. If there is a collective bargaining agreement, union concurrence must be obtained.

Identification of eligible economically disadvantaged participants is assisted through the free lunch programs in local schools, through the community colleges, and through our local Michigan Works centers where traffic has tripled in the centers.

Mr. Bierbusse informed members that the January unemployment rates reflect Macomb County at 14% and St. Clair County at 17.3%. Members will be updated as the program commences.

C. Education & Adult Programs Committee

1. Meeting of March 19, 2009

a. Recommendation to Modify FY'09 JET PLUS Program Plan

Ms. Tunnell reported that the JET Plus program services customers receiving cash welfare benefits and is a pilot program offered through six (6) Michigan Works Areas. The goal is to increase the number receiving occupational training. There are two components; the community outreach model which targets those individuals who lack a high school diploma or GED, and the campus centered model at Macomb Community College which offers services in a single, integrated environment. A reduction in funds was made in December; however, notice has since been received of a 48% reduction this month. The State program is now reduced to \$21 million; the local reduction is \$1,680,783.

In order to provide opportunities to develop training at Macomb Community College, the majority of funds were reduced from the community outreach component. The campus centered component enrollment goal was 140 but will be reduced to 120 by the end of the year. Currently, there are 58 enrolled at the college.

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JOHN BOZYMOWSKI MOVED TO MODIFY THE FY'09 JET PLUS PROGRAM PLAN AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Modify FY'09 Incentive Award Plan

When the No Worker Left Behind incentive award was announced, the State requested that Michigan Works Agencies identify participants enrolled in long-term, 2-year programs to receive up to \$10,000 per enrollee. While this MWA could identify many, a list of 15 names was submitted requesting a total of \$150,000. Due to the high demand for these funds statewide, a formula to prorate allocations was made and our local funding was reduced to \$30,000 with an additional \$5,000 for website upgrading.

PETER KEATING MOVED TO MODIFY THE FY'09 NWLB INCENTIVE AWARD PLAN AS PRESENTED; SUPPORT BY GARY POLULAK. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Approve PY'08 ESL/Job Readiness Contract Negotiation

Last summer a Request for Proposal was released seeking programs to address English as a Second Language, job readiness and employment activities. The Arab American Chaldean Council responded with a proposal seeking \$220,000; however, it was recommended at the time to integrate services into the No Worker Left Behind initiative and WIA services.

Discussions continued with the Council resulting with a proposal to expand services to include NWLB/WIA services, which was submitted for consideration. The proposal includes ESL services; job readiness/employment services; WIA eligibility determination; case management for occupational skills training and job search; and follow-up for one year beyond program exit. The service provider would agree to provide sufficient staff to operate a program beginning April 1, 2009 through June 30, 2011. The initial costs for April 2009 through June 30, 2009 allow for start up costs including increased staff, computer hardware and software, etc. The program will be housed in their facility in Warren.

WILLIAM MORELLI MOVED TO APPROVE CONTRACT NEGOTIATION WITH THE ARAB AMERICAN CHALDEAN COUNCIL FOR ESL/JOB READINESS SERVICES; SUPPORT BY LILLIAN ADAMS.

In answer to Commissioner Doherty's concern, Mr. Blerbusse responded that while ESL programs are offered in various school districts, none responded to the RFP. ESL school programs are funded through adult education dollars. Since the State allocates \$25 million statewide, programs are not very extensive; hence the request to contract with a service provider who can provide the service to many area residents.

MOTION CARRIED. Regan voted no.

d. Informational Items

i. American Recovery and Reinvestment Act

The federal government has released to the States funds from the American Recovery and Reinvestment Act (known otherwise as the economic stimulus package). The time frame is a three-year period from July 1, 2008 through June 30, 2011. The State of Michigan has not yet released any funds to the various MWAs as action may require state legislation prior to release.

The summer youth program is funded nationwide at \$1.2 billion; Michigan has received \$74 million; the local allocation is estimated at \$5.5 million. While funds may be used year-round, the emphasis is on the summer program. The allocation may be used for this summer and next; however, the Department of Labor is strongly encouraging maximum expenditures this summer. Approximately 2,000 economically disadvantaged youth ages 14 through 24 will participate through summer jobs in public and nonprofit organizations earning the current minimum wage. A strong educational component will also be incorporated for in-school youth. Provisions of the Workforce Investment Act require 30% of funds be dedicated to older youth, a segment of the

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population that has always proven difficult to service. Staff expects to utilize economically disadvantaged older youth as summer job coaches who will, at a higher rate of pay, provide supervision to younger participants.

The adult program is funded nationwide at \$500 million; Michigan has received \$31 million; the local allocation is estimated at \$2.5 million. Funds will be used to provide services for up to 650 economically disadvantaged adults in demand and emerging occupations.

The dislocated worker program is funded nationwide at \$1.2 billion; Michigan received \$76.5 million; the local allocation is estimated at \$5.4 million. It is anticipated to retrain up to 1400 adults who have been permanently displaced from their jobs.

ii. Plant Closures

Ms. Tunnell reported on four closures. Enterprise Automotive Systems in Warren, a Tier I supplier of metal removal to auto and military facilities, will permanently close the Hoover Road facility June 1st affecting 50 employees. While declining a worker orientation, the company reported they participate in the Peer-to-Peer program where fellow workers attend a 2-day training event to gather information regarding employment and training services and return to explain these services.

Advance Accessory Systems (SportRack) in Shelby Township, Sterling Heights and Port Huron began laying off in February affecting 186 employees. A worker orientation was held February 27th with 130 employees in attendance

The Detroit Newspaper in Sterling Heights announced layoffs at the end of April affecting 50 employees including press and machine operators. A worker orientation was held March 6th with 43 in attendance.

Nisshinbo Automotive Corporation in Sterling Heights will be closing manufacturing operations beginning in April through September affecting 47 employees. The company has hired an out placement firm. A worker orientation will be held March 27th.

Staff continues to work with Chrysler Corporation. The Sterling Heights Stamping plant has been trade certified affecting approximately 1500 employees. The Warren Truck Plant has been trade certified affecting approximately 3400 employees.

W K Industries in Sterling Heights received trade certification affecting 50 employees; a trade orientation will be held March 23rd. Magna Power Training in Sterling Heights became trade certified affecting 35 employees; a trade orientation is scheduled for March 30th. Cadence Innovations in Clinton Township, Chesterfield Township and Fraser has been trade certified affecting 1250 employees. A trade orientation is scheduled for March 26, 27, 28 and 30.

D. Administrative Committee

1. Meeting of March 12, 2009

a. Recommendation to Modify FY'09 NWLB Incentive Award Budget

Mr. Gervason reported that initially MWAs were asked to identify customers who enrolled after August 1, 2007, into a two-year training program in order to receive funding through the *No Worker Left Behind* Incentive Award. Staff identified 15 individuals and requested \$150,000. However, due to numerous requests to the State by other Michigan Works agencies, the amount of funds was prorated and the local allocation was reduced to \$35,000 of which \$5,000 will be dedicated to Information Technology & Computerization. The remaining funds are targeted to classroom training. The revised budget totals \$30,000.

PETER KEATING MOVED TO MODIFY THE FY'09 NO WORKER LEFT BEHIND INCENTIVE AWARD BUDGET AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

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b. Recommendation to Modify FY'09 JET PLUS Program Budget

Staff was notified by the State of Michigan that funds for the JET PLUS pilot program are being significantly reduced. The local reduction amounts to 48.78% of the budget. The funds are derived through federal Temporary Assistance for Needy Families (TANF) funds received by the State, who has in turn, rescinded money to help alleviate costs with the State budget. The program initially was funded statewide at a level of \$60 million but has since been reduced to \$20 million.

The community outreach component was reduced by \$1,379,215 and the campus centered model was reduced by \$301,215. Reductions were not as drastic for the campus model due to committed contracts with the community colleges.

FRANK BLOWERS MOVED TO MODIFY FY'09 JOBS, EDUCATION & TRAINING - JET - PLUS PILOT PROGRAM BUDGET AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Hire 2009 Summer Youth Program Staff

In anticipation of an extremely large summer youth program, the committee advised hiring between 16 and 20 summer youth facilitators. This position assists with recruitment and eligibility determination of summer participants, identifies and recruits appropriate worksites, and coordinates summer activities. The position has been posted on the Michigan Talent Bank as temporary, full-time and will conclude at the end of the program in September. Funds for the youth program expire June 30, 2011 but heavy federal emphasis is to spend the dollars this year.

WILLIAM PETERSON MOVED TO APPROVE HIRING OF SUMMER YOUTH FACILITATORS AS PRESENTED; SUPPORT BY LILLIAN ADAMS. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to Release Business Services Unit RFP

The stimulus package strongly encourages WIA partners to increase services to local business. In an attempt to accomplish this task, staff is seeking to identify additional space. The release of a Request for Proposal to various organizations to provide services is being developed. The primary responsibilities of the unit will be to work with economic development programs in each county to match the training needs of emerging industries with our training programs and to assist in the follow-up of those who complete training and are seeking employment.

JOHN BOZYMOWSKI MOVED TO RELEASE A REQUEST FOR PROPOSAL TO ESTABLISH BUSINESS SERVICES UNITS WITHIN THE LOCAL MICHIGAN WORKS AGENCY SYSTEM; SUPPORT BY RICK REGAN. MOTION CARRIED UNANIMOUSLY.

e. Informational Items

i. Trade Adjustment Assistance Expenditure Report

State policy requires TAA funds to be requested as needed and the organization is reimbursed for actual expenditures, eliminating the need for monthly budget modifications.

Year-to-date comparisons reflect fiscal year 2008 at \$1,196,745.52 compared to fiscal year 2009 at \$1,473,743.91.

ii. Second Quarter WIA PY'08 Performance Report

Figures are cumulative. The WIA adult program reflects both adult entered employment and the employment and credential rate standards were met, while employment retention and average earnings in six months were both exceeded. Results were similar for the dislocated worker population.

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Older youth continue to be a challenge. While standards for entered employment rate, employment retention rate, and average earnings change were met, the credential rate failed. All three standards for younger youth were met. Customer satisfaction for both participants and employers were exceeded.

6. Executive Director's Report

Due to impending time lines, Mr. Bierbusse sought permission to hire additional staff to accommodate the large amount of funding being received. He identified a need to hire a summer youth program assistant coordinator along with three additional clerks. If approved, former L'Anse Creuse Public Schools superintendent, John Armstrong, has agreed to visit various school personnel to provide information and assistance in developing programs with meaningful work experience including educational components to benefit the community at large. At the request of Macomb County, three additional clerks are necessary at Macomb County's Human Resource department to process youth into and out of the summer program and to perform payroll functions. All positions are temporary and will end September 30th.

GARY POLULAK MOVED TO APPROVE HIRING A SUMMER YOUTH PROGRAM ASSISTANT COORDINATOR AND THREE ADDITIONAL CLERKS; SUPPORT BY MIKE MORAN. MOTION CARRIED UNANIMOUSLY.

With the significant increase in the Workforce Investment Act (WIA) adult, dislocated worker and youth program funding through the American Recovery and Reinvestment Act of 2009 and the increase of WIA case management staff in the service centers, it is anticipated that this department will experience a huge increase in enrollments into classroom training. As a result, the amount of paperwork and guidance to the WIA Case Management staff provided by this department will increase substantially, resulting in the need for additional personnel. Mr. Bierbusse sought permission to hire one additional WIA specialist; one WIA administrative technician; one account clerk; four follow-up clerks; and to increase hours of two part-time MIS clerical staff. Positions will initially be posted internally.

FRANK BLOWERS MOVED TO APPROVE HIRING THE ADDITIONAL STAFF AS PRESENTED; SUPPORT BY GARY POLULAK. MOTION CARRIED UNANIMOUSLY.

7. Other Business

There was no other business.

8. Hearing of the Public

Susan Doherty, of the Macomb County Board of Commissioners, introduced herself.

9. Scheduling of Next Meeting

The next general meeting is scheduled for 3:00 p.m., Thursday, April 23, 2009. Members will be notified.

10. Adjournment

WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY FRANK BLOWERS. MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Laura Carne
Recording Secretary