

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

October 22, 2009

The Macomb/St. Clair Workforce Development Board met Thursday, October 22, 2009 at the Clinton Township Michigan Works Office, 43630 Hayes Road, Clinton Township MI with the following members present (✓ denotes private sector):

AT ROLL CALL:

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|---------------------|-------------------|
| ✓ Patricia Anger | ✓ Mary Matuja |
| Ken Austin | ✓ William Morelli |
| ✓ Frank Blowers | Phil Papes |
| ✓ Robert Doetsch | William Peterson |
| ✓ Patti Gendernalik | ✓ Paul Reiz |
| ✓ Carl Gervason | ✓ Charles Shaw |
| George Kovtun | Erin Smith |
| ✓ Mike Kramer | Jennie Tunnell |
| ✓ Dominic LaRosa | |

ARRIVALS AFTER QUORUM CALLED:

Mike Moran	Gary Polulak
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MEMBERS ABSENT:

- | | |
|-----------------|--------------------|
| Lillian Adams | ✓ Scott Orts |
| John Bozymowski | ✓ Rick Regan |
| ✓ David Brandt | Rene Stephan |
| ✓ John Daoud | ✓ Kristine Tremble |
| Nancy Falcone | ✓ Mike Wiegand |
| ✓ Peter Keating | |

OTHERS PRESENT:

John Bierbusse	Joe Dueweke
Marsha Prose	Brenda Etheridge
Diane Weiss	Debbie Porter

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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 (11 private sector).

3. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE THE MINUTES OF SEPTEMBER 24, 2009 AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Shaw thanked everyone for attending and turned over the meeting to Mr. Morelli for election of officers.

5. Election of Officers

Mr. Morelli surveyed the board to determine if there were any nominations to replace the current officers. There being no nominations, **MARY MATUJA MOVED TO RE-ELECT BOARD CHAIR SHAW, VICE CHAIR BLOWERS, AND SECRETARY/TREASURER ANGER; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.** The board officers were approved by acclamation.

6. Committee Reports

A. Education & Adult Programs Committee

1. Meeting of October 15, 2009

a. Recommendation to Approve PY'09 Demand Occupation List

Mr. Kovtun reported that typically the demand occupation list is presented to the board for approval in May or June. However, this year the process was delayed while awaiting publication by the State of Michigan of the Annual Planning Information Report where the long-term projection of growth and wage information is derived. Eighteen new occupations were added to the local list along with a definition of green jobs. The criteria for the list requires at a minimum an 11% growth and 50 or more openings or a positive change and at least 100 openings in the Detroit metropolitan area and the occupation must provide an hourly wage of at least \$12.69. It is the board's annual responsibility to approve and publish the local area demand occupations.

PATRICIA ANGER MOVED TO APPROVE THE PY'09 DEMAND OCCUPATION LIST AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY

(Polulak and Moran arrived)

b. Recommendation to Approve Services for White Collar Customers

In June the board approved submission to the State for an additional \$962,300 of Wagner-Peyser Recovery Act funds to provide enhanced employment services. Staff released a request for proposal to address the needs of unemployed white collar customers, many of whom are displaced due to the decline in the auto industry and who may require different services than the usual population obtaining Michigan Works services. As a result of the solicitation, eight responses were received. Three proposals were not evaluated beyond the preliminary review as they did not address the criteria within the RFP.

Of the remaining five, two were recommended contingent upon successfully negotiated costs. Connecting 4 Purpose would like to provide 2-day workshops providing peer-to-peer networking and opportunities. This proposer has provided similar services through the Oakland County MWA with good feedback. The Working Habitat Group is primarily geared toward engineers, designers, analysts and architects to assist in obtaining employment or becoming entrepreneurs. Another RFP may be released at a later date.

FRANK BLOWERS MOVED TO PROCEED WITH CONTRACT NEGOTIATION WITH THE TWO SERVICE PROVIDERS FOR SERVICES TO WHITE COLLAR CUSTOMERS; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

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c. Informational Items

i. Plant Closure Report

One closure was reported. Visioneering Inc. in Fraser will be laying off 12 full-time employees effective October 15th. A worker orientation was conducted the same day.

Trade certification was received by Mold Rite Tool, Inc. in Fraser; Diotech North America in Roseville; Future Die Cast & Engineering in Shelby Township; and Enterprise Automotive in St. Clair Shores. Trade orientations are being scheduled for all.

ii. JET Program Update

Funding for the new fiscal year has been delayed until the State budget is balanced and dollars are appropriated. Staff anticipates a significant cut in the program.

Mr. Kovtun reported that the State predicts from September through January that over 2,000 people in Macomb and St. Clair counties will exhaust their unemployment benefits. Many are expected to apply for cash welfare assistance and could then be referred to the Michigan Works JET program. The program will be modified to serve these individuals by incorporating a professional job club model. These customers will be required to meet once weekly with staff for roundtable discussions, information sharing, peer support, and job search activities. An emphasis will be placed on networking strategies, transferable skills, customized techniques for resumes and cover letters, job search techniques, portfolio creation and web search engines.

iii. National Emergency Grant Update

Mr. Kovtun announced that the State of Michigan applied for and received National Emergency Grant funds through a competitive nationwide bid. The request was for \$32 million; the State received \$18.5 million. The local allocation is \$1,039,181 with additional requests allowed upon expenditure of initial funds. Mr. Bierbusse explained the allocation formula and anticipates requesting further funds by March 2010. Once the policy issuance is received, a plan will be drafted for review.

B. Michigan Works Service Centers Committee

1. Meeting of October 20, 2009

a. Recommendation to Approve PY'09 Disability Program Navigator Plan

Ms. Tunnell explained that the purpose of the disability program navigator initiative, which was instituted by the State in 2006, is to provide adequate services to the needs of customers with disabilities who are seeking employment. This year the board has been allocated \$60,000 which pays for one full-time and one part-time staff position. The goals confirm that the program has been very successful and customers with disabilities have found employment through this initiative.

WILLIAM PETERSON MOVED TO APPROVE THE 2009 DISABILITY PROGRAM NAVIGATOR PLAN AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

b. Informational Items

i. Opening of Automotive Transition Center

The joint venture, Macomb/St. Clair Automotive Career Transition Center and the UAW-Chrysler National Training Center in Warren, opened October 12th and provides 6 classrooms and office space to house 37 staff. Since this location is intended to service displaced auto workers and suppliers, customers will be served through invitation only.

Customers will be assessed and provided with a myriad of services including workshops, job clubs, retraining opportunities, etc. A peer-to-peer outreach system has been established where a number of laid off Chrysler employees will be contacting other displaced Chrysler employees to encourage them to visit the center and partake in available services. Other companies will be providing peer-to-peer employees as the center expands.

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The establishment of the center assisted the State in obtaining a National Emergency Grant for southeast Michigan. An open house is in the planning stage.

- ii. **Report on Service Center Workshops**
- iii. **Service Center Catalogs**

There are currently 33 workshops available among the five Michigan Works service centers including workshops that address the requirements of the National Career Readiness Certificate program. These workshops are free to the public upon registration on the Michigan Talent Bank. All workshops are previewed in the 2009/2010 catalog of services and will be in place by November 5th.

C. Administrative Committee

- 1. Meeting of October 8, 2009

a. Recommendation to Approve FY'10 MPRI Macomb County Budget

Ms. Gendernalik reported that previously the Department of Corrections issued allocations for the Michigan Prisoner Re-entry Initiative program. This year MWAs were advised to submit a request for funds. The request made for Macomb County to fulfill the goal of the program is \$1,103,400 and was awarded in full to service approximately 460 parolees. The budget reflects services. Some of the changes in line items are due to State of Michigan contracts with local organizations to deliver mental health services and short-term housing. The workforce development line item was increased to provide additional health care seminars and workshops. Life Skills and family support services have been combined for reporting purposes. The equipment purchase line item was added to allow for the relocation of the Macomb MPRI office from the Mt. Clemens Michigan Works office to a new facility in downtown Mt. Clemens. With \$38,000 dedicated to administrative costs, the budget totals \$1,065,400.

DOMINIC LaROSA MOVED TO APPROVE THE FY'10 MACOMB COUNTY MPRI BUDGET AS PRESENTED; SUPPORT BY GEORGE KOVTUN. MOTION CARRIED. Smith abstained.

b. Recommendation to Approve FY'10 MPRI St Clair/Thumb Area Budget

The St Clair / Thumb area program provides services to approximately 300 parolees released to St. Clair, Sanilac, Huron, Tuscola and Lapeer counties. A request was submitted for \$829,400; the actual award is \$779,400. Line items were adjusted to accommodate services. Mentoring services are now reported separately from family support services for both MPRI budgets. With \$28,000 dedicated to administrative costs, the budget totals \$751,400.

FRANK BLOWERS MOVED TO APPROVE THE FY'10 ST CLAIR/THUMB AREA MPRI BUDGET AS PRESENTED; SUPPORT BY GARY POLULAK. MOTION CARRIED. Smith abstained.

c. Recommendation to Approve Accounting Staff Position

Due to the large number of customers enrolled in training programs, the need to process transportation checks has increased significantly. The committee requested permission to hire one additional account clerk.

GARY POLULAK MOVED TO APPROVE AN ACCOUNTING STAFF POSITION AS REQUESTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.

d. Informational Items

i. Trade Readjustment Assistance Expenditure Report

Funds are requested as needed and the organization is reimbursed for actual expenditures, eliminating the need for monthly budget modifications.

Year-to-date comparisons were reviewed reflecting fiscal year 2008 at \$3,854,520.89 compared to fiscal year 2009 at \$5,833,635.50.

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ii. PY'08 Fourth Quarter Performance Report

Review of the final performance standards for the 2008 program year reflect seven (7) exceeded; nine (9) met; and one failed. The older youth credential rate continues to present challenges with this young, transient population.

7. Executive Director's Report

Mr. Bierbusse reported that through the recovery act summer youth program, 2,099 young people were served. A total of 23 facilitators were also hired. The WIA summer program provided slots for 412 young people. While the allocation of recovery act funds was for two years, the federal government encouraged expending as much as possible this year. This board received \$5.5 million and spent just over \$5 million; therefore, Mr. Bierbusse warned that unless additional funds are received next year, the 2010 summer program will not be very large. He commended the staff for their diligent efforts in making the program a success.

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 6:00 p.m., Thursday, December 3, 2009. Members will be notified.

11. Adjournment

WILLIAM PETERSON MOVED TO ADJOURN; SUPPORT BY FRANK BLOWERS. MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 3:45 p.m.

Respectfully submitted,

Laura Carne
Recording Secretary