

**MICHIGAN WORKS SERVICE CENTER COMMITTEE MINUTES**  
**August 18, 2009**

**I. CALL TO ORDER**

**Members Present**

Jennie Tunnell  
William Morelli  
Phil Papes  
Patricia Anger

**Members Absent**

**Others Present:**

John Bierbusse  
Bob Apczynski  
Colin Miller

Jennie Tunnell called the meeting to order at 8:35 am.

**II. APPROVAL OF APRIL 21, 2009 MINUTES**

**PHIL PAPES MOVED TO APPROVE THE MINUTES OF APRIL 21, 2009 AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.**

**III. AWARD OF PY'09 WAGNER-PEYSER RE-EMPLOYMENT SERVICES RECOVERY ACT**

The board has received \$962,300 through the competitive grant request made in June. The plan clarified that services will be provided to U I claimants rather than the general public. These funds will be targeted to white collar unemployed. A request for proposal has been released and is due September 5<sup>th</sup>.

**IV. RECOMMENDATION TO APPROVE PY'09 MICHIGAN WORKS SERVICE CENTER OPERATIONS GRANT**

The 2009 service center operations grant has been received for \$389,911 and will be used to support activities improving customer service by informing and educating the public regarding the centers along with upgrading facilities. These funds assist in offsetting center costs.

After review and discussion, **PAT ANGER MOVED TO APPROVE THE PY'09 MICHIGAN WORKS SERVICE CENTER OPERATIONS GRANT AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.**

**V. UPDATE ON RELOCATATION AND EXPANSION OF SERVICE CENTERS**

Mr. Bierbusse reported that he was able to secure additional space at the Clinton Township atrium office site on the opposite side of the building. An additional 4600 square feet negotiated at a lower price houses 10 case managers and a four (4) clerical follow-up unit.

Space has been leased at both campuses of Macomb Community College which will house 3 case managers at each site. The lease includes computers, telephones, utilities, supplies and access to copiers, fax machines and reasonable information technology. The \$600 monthly charge for each site began August 10<sup>th</sup> and will terminate August 10, 2011.

Two classrooms have been leased at St. Clair County Community College to house job club and job placement activities for the JET program. The lease includes space and utilities at a cost of \$2,389 and commenced August 17<sup>th</sup> on a year-to-year basis with a 90-day termination notice.

The joint venture, Macomb/St. Clair Automotive Career Transition Center and the UAW-Chrysler National Training Center in Warren, provides 5 classrooms and office space to house 37 staff. Rent is \$12,500 monthly for 10,000 square feet and includes utilities. The lease began August 10<sup>th</sup> and terminates July 31, 2011 with a renewal option at lease end at a 4% rent increase.

A request for quote was released seeking additional space in the Roseville/Warren area to accommodate the large volume of customers. Two responses were received. The current landlord proposes expansion of the Roseville office. The other provider offered a building that would require rehabilitation to become usable. Staff is seeking to work with the landlord for expansion of the current site.

#### **VI. REPORT ON SERVICE CENTER TRAFFIC**

Staff reported a slight decrease in traffic among the service centers in the past month. More than 9,000 people visited Macomb County centers and over 1,600 visited the St Clair County center in July. Unemployment figures are over 20% in St Clair County and 18.4% in Macomb.

Staff reported that the attempt to alleviate traffic at the Roseville site by opening a site in Warren has not worked. Traffic has significantly increased in both offices.

#### **VII. OTHER BUSINESS**

Colin Miller reported that the Macomb County Michigan Works offices will be participating in a food program to distribute food vouchers to the newly unemployed as part of joint venture with Macomb County Community Services Agency and the Macomb Food Program, who are requesting a grant of \$166,909. Michigan Works staff will identify eligible customers who are newly unemployed for less than one year and are residents of the county. They will receive a self-declaration form to be used to claim their voucher card. Cards are for Meijer's and will be labeled for food only. Vouches will be issued for \$100 or \$200 based on family size - families of five or more will receive the \$200 voucher.

Growing concerns over staff safety resulted in a bid solicitation which led to the retaining of a private security company for uniformed, unarmed guards at each of the four Macomb County Michigan Works centers. ProGuard Security Services of Troy is providing full-time guard service and charging the Workforce Development Board a flat hourly rate of \$11.70. The contract is month-by-month and can be modified or terminated at any time.

After discussion, **PHIL PAPES MOVED TO APPROVE HIRING OF SECURITY GUARDS FOR THE FOUR MACOMB COUNTY MICHIGAN WORKS OFFICES AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.**

#### **VIII. ADJOURNMENT**

The meeting adjourned at 9:25 am.

Respectfully submitted,

Laura Carne  
Recording Secretary