

ADMINISTRATIVE COMMITTEE MINUTES

February 14, 2008

I. ROLL CALL

MEMBERS PRESENT:

Del Becker
Mary Matuja
Carl Gervason
Angelo Nicholas
Charles Shaw

MEMBERS ABSENT:

William Peterson

OTHERS PRESENT:

John Bierbusse
Bernice Kerner

Mr. Shaw called the meeting to order at 8:43 a.m.

II. APPROVAL OF JANUARY 11, 2008 COMMITTEE MINUTES

DEL BECKER MOVED TO APPROVE THE MINUTES OF JANUARY 11, 2008 AS PRESENTED; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

III. PROGRAM YEAR 2007 BUDGET MODIFICATIONS

a. WIA Dislocated Worker

Staff previously requested and received additional \$296,000 to incorporate into the budget bringing the total to \$4,500,502. Funds are directed to classroom training and support of the Michigan Works service centers.

CARL GERVASON MOVED TO MODIFY THE PY'07 WIA DISLOCATED WORKER PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

IV. FISCAL YEAR 2008 BUDGET MODIFICATION

a. Jobs, Education & Training (JET)

i. State GF/GP

The JET program, which now replaces the Work First program, has been adjusted to reflect receipt of \$359,770 of State general fund/general purpose dollars. The majority of funds will be used for classroom training and Work First projects with a small portion dedicated to administrative costs. The total budget is now \$4,703,706.

MARY MATUJA MOVED TO MODIFY THE FY'08 JOBS, EDUCATION & TRAINING (JET) PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

ii. DHS Support Services - Macomb County

Each year the Department of Economic Labor & Growth solicits the Department of Human Services in an attempt to elicit support services funds. Macomb County has traditionally contributed and once again will provide the board with an additional \$25,000. The budget reflects that \$13,000 will be dedicated to the babysitting services provided at the Macomb County service centers. The remaining \$12,000 will be dedicated to auto-related expenses including car repair which is capped at \$650, insurance, plates, etc.

MARY MATUJA MOVED TO APPROVE THE FY'08 JET - MACOMB COUNTY DHS SUPPORT SERVICES BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

V. TRADE ADJUSTMENT ASSISTANCE (TAA)

a. Expenditure Report

Since the State has changed the policy for distribution of TAA funds, there will no longer be granted an initial allocation for the year. Funds must now be requested as needed and the organization will be reimbursed for

actual expenditures, eliminating the need for monthly budget modifications. Staff will continue to present expenditure reports. The State may not have enough resources in the future to cover local costs unless they petition the federal government.

While comparing the year-to-date expenditures of 2007 to 2008, it was noted that there is a large deviation in spending between the two years, i.e., \$337,875 to \$956,587.

After review and discussion, the report was accepted and filed.

VI. OTHER BUSINESS

The 17 WIA performance standards were reported for the second quarter. After review, it was determined that ten were exceeded, six were met and the older youth credential rate failed. Ms. Kerner explained that failure may be due to the transient nature of the older youth. Staff will continue to work to improve this measure.

VII. ADJOURNMENT

The meeting adjourned at 9:10 a.m.

Respectfully submitted,

Laura Carne
Recording Secretary