

ADMINISTRATIVE COMMITTEE MINUTES

January 11, 2007

I. ROLL CALL

MEMBERS PRESENT:

Charles Shaw
Del Becker
Angelo Nicholas
William Peterson

MEMBERS ABSENT:

Mary Matuja

OTHERS

PRESENT:

John Bierbusse
Bernice Kerner

Mr. Shaw called the meeting to order at 8:35 a.m.

II. APPROVAL OF OCTOBER 12, 2006 COMMITTEE MINUTES

CHARLES SHAW APPROVED THE MINUTES AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

III. PROGRAM YEAR 2006 BUDGET MODIFICATIONS

a. Employment Service Budget

The previous approved allocation was based on a planning estimate. The final allocation amount has been received and the budget was modified to incorporate an additional \$66,787. Funds were revised for office supplies, customer outreach, utilities, and employment service providers.

After review and discussion, **DEL BECKER MOVED TO MODIFY THE PY'06 EMPLOYMENT SERVICE BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

b. WIA - Dislocated Worker

Mr. Bierbusse applied for additional funds for the dislocated worker program and was notified of an increase of \$965,000, which was incorporated into the budget. Since this will allow serving additional customers, increases were made to participant transportation and classroom training line items. Staff will continue to apply for more funds.

WILLIAM PETERSON MOVED TO MODIFY THE PY'06 DISLOCATED WORKER BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD FOR FINAL APPROVAL; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

c. Senior Community Services Employment Program

An additional \$48,000 has been requested, but official notification has not been received.

WILLIAM PETERSON MOVED TO APPROVE ACCEPTANCE OF ADDITIONAL FUNDS TO BE INCORPORATED UPON RECEIPT INTO THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM BUDGET; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

IV. PROGRAM YEAR 2006 BUDGET

a. WIA - Incentive Award

There is \$1 million pool available statewide that Michigan Works Agencies share based on their performance. Due to past performance whereby all Macomb/St. Clair standards were either met or exceeded, the State has allocated an incentive award totaling \$84,957. All funds will be directed into WIA adult classroom training.

WILLIAM PETERSON MOVED TO APPROVE THE INCENTIVE AWARD BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

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V. FISCAL YEAR 2007 BUDGET MODIFICATION

a. Trade Adjustment Assistance

The Trade Adjustment Assistance (TAA) program serves those individuals who have lost their employment due to foreign competition. Certification is made by the U.S. Department of Labor.

Mr. Bierbusse reported that previously the State of Michigan indicated approval of a preliminary allocation equal to the total of last year's funding in Trade Adjustment Assistance funds. Since that time, policy has changed and the State is releasing funds on a monthly basis. Carry-in was also adjusted to reflect actual dollars. Ten percent is allowed for administration of the program, leaving 90% directed to training. The total budget is now \$428,415 and will continue to be readjusted throughout the year.

After review, **DEL BECKER MOVED TO MODIFY THE FY'07 TAA BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.**

VI. INFORMATIONAL ITEM

a) Program Year 2006 First Quarter WIA Performance Measures

Upon review of the first quarter performance measures, it was announced that 12 standards were exceeded, five were met and none failed.

Ms. Kerner informed the committee that standards for *average earnings in six months* has been revised for both adults and dislocated workers. Previously the standard measured *average earnings change* in six months which took post-program earnings and subtracted pre-program earnings to calculate the change. This change impacts results since it is measuring low income customers recruited a few years ago who would show a significant wage change due to entering better jobs after training than prior to training. To actually meet or exceed this new standard, staff will need to recruit customers who left higher paying jobs and are likely to re-enter higher paying jobs.

VII. OTHER BUSINESS

Mr. Bierbusse received information regarding a new program that the administration in Washington DC has created. The State of Michigan has been awarded \$3 million to become a demonstration state for the new program, *Career Advancement Account*. The board can expect to receive \$577,000.

Funds not to exceed \$3,000 can be provided to eligible customers requiring no assessment of their skills and abilities. This program allows a customer to seek out any type of training they wish, unrestricted by the demand occupation training list as approved by the board of directors. WIA dollars cannot be used for supplementing training costs.

The State will measure the success of the program by reviewing wage records. Additional information beyond what the current MIS system compiles will have to be garnered. The committee can expect a budget for review at the next meeting.

VIII. ADJOURNMENT

The meeting adjourned at 9:05 a.m.

Respectfully submitted,

Laura Carne
Recording Secretary