

ADMINISTRATIVE COMMITTEE MINUTES

September 13, 2007

I. ROLL CALL

MEMBERS PRESENT:

Angelo Nicholas
Charles Shaw
Mary Matuja
Carl Gervason

MEMBERS ABSENT:

Del Becker
William Peterson

OTHERS PRESENT:

John Bierbusse

Mr. Shaw called the meeting to order at 8:40 a.m.

II. APPROVAL OF AUGUST 9, 2007 COMMITTEE MINUTES

MARY MATUJA MOVED TO APPROVE THE MINUTES OF AUGUST 9, 2007 AS PRESENTED; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

III. PROGRAM YEAR 2007 BUDGET

a. WIA Dislocated Worker - No Worker Left Behind

The No Worker Left Behind initiative was introduced by the Governor on August 1st. This initiative loosens eligibility requirements for those dislocated workers seeking retraining without allocating additional dollars designated for No Worker Left Behind. At the August meeting, an additional \$320,020 was incorporated into the dislocated worker budget; however, the State has notified that there must be a separate budget for this initiative. Therefore, the funds were removed from the standard dislocated worker budget to create the *No Worker Left Behind* program budget. With 7% being redirected to administrative costs, there remains \$297,619 for direct program services.

MARY MATUJA MOVED TO APPROVE THE PY'07 DISLOCATED WORKER- NO WORKER LEFT BEHIND BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

IV. PROGRAM YEAR 2007 BUDGET MODIFICATIONS

a. WIA - Dislocated Worker

Due to previous action and the establishment of final carry-in, the dislocated worker budget was modified to reflect the changes. A total of \$5,116,382 is available for program services.

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

b. WIA - Adult

The adult program budget was modified to reflect the final carry-in figure increasing the budget by \$3,438. Those funds will be directed to classroom training.

MARY MATUJA MOVED TO MODIFY THE PY'07 ADULT PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

c. WIA - Youth

Final carry-in increased the youth program budget by \$328,553. Funds will be directed to participant wages and fringe benefits; training contracts; support services; and the service center.

ANGELO NICHOLAS MOVED TO MODIFY THE PY'07 YOUTH PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

d. WIA - Administration

With adjustments for final 2006 carry-in and a decrease of projected 2008 carry-in, the budget remained at \$297,200.

CARL GERVASON MOVED TO MODIFY THE ADMINISTRATION BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

e. Employment Service

Once again the final carry-in number was established requiring adjustment to the employment service budget. The budget decreased by \$26,402.

ANGELO NICHOLAS MOVED TO MODIFY THE PY'07 EMPLOYMENT SERVICE BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

V. FISCAL YEAR 2008 BUDGETS

a. Work First - TANF

Mr. Bierbusse reported that the actual allocation has not yet been released by the State as part of the State's budget process. These are federal dollars which he expects to be allocated at a later date. However, to maintain operations, a preliminary budget of \$3 million was presented for review.

MARY MATUJA MOVED TO APPROVE THE FY'08 WORK FIRST PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY CARL GERVASON. MOTION CARRIED UNANIMOUSLY.

b. Food Assistance Employment & Training Program

Funds for the food assistance employment and training program are allocated to the State through the U.S. Department of Agriculture. This program serves those individuals who do not receive cash welfare assistance but are eligible for food assistance. The majority of participants are those involved in the Michigan Prisoner Re-entry Initiative. The budget totals \$236,045.

MARY MATUJA MOVED TO APPROVE THE FY'08 FOOD ASSISTANCE EMPLOYMENT & TRAINING PROGRAM BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

c. Michigan Prisoner Re-entry Initiative (MPRI): Macomb

All areas of the State receive a minimum of \$625,000 with additional dollars predicated on the number of parolees to be released in an area. The Macomb area expects to serve 438 parolees thereby receiving a total of \$851,482.

After review, **MARY MATUJA MOVED TO APPROVE THE FY'08 MPRI MACOMB BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.**

d. Michigan Prisoner Re-entry Initiative (MPRI): St. Clair / Thumb

The St Clair program has now incorporated the Thumb area into its program with parolees being released from the prison in Saginaw. The budget allocation totals \$628,110. After experiencing program operation for the past year, line items were adjusted to reflect more accurate expenditures.

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MARY MATUJA MOVED TO APPROVE THE FY'08 MPRI ST. CLAIR/THUMB BUDGET AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY ANGELO NICHOLAS. MOTION CARRIED UNANIMOUSLY.

VI. OTHER BUSINESS

There was no other business.

VII. ADJOURNMENT

The meeting adjourned at 9:15 a.m.

Respectfully submitted,

Laura Carne
Recording Secretary