

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

April 26, 2007

The Macomb/St. Clair Workforce Development Board met Thursday, April 26, 2007 at the Michigan Works Clinton Township Atrium Office, 43630 Hayes, Clinton Township, Michigan with the following members present (✓ denotes private sector):

AT ROLL CALL:

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| ✓ Patricia Anger | ✓ Ed Kubes |
| Ken Austin | ✓ Dominic LaRosa |
| John Bozymowski | ✓ Mary Matuja |
| ✓ Dawn Drozd | Mike Moran |
| ✓ Carl Gervason | Phil Papes |
| ✓ Lester Gilbert | ✓ Roland Pesek |
| ✓ Mary Gilbert | William Peterson |
| Myra Gonino | ✓ Ron Reed |
| ✓ Peter Keating | ✓ Rick Regan |
| George Kovtun | ✓ Paul Reiz |
| ✓ Mike Kramer | Jennie Tunnell |

ARRIVALS AFTER QUORUM CALLED:

- | | |
|--------------|-------------------|
| ✓ Del Becker | ✓ William Morelli |
| ✓ John Daoud | |

MEMBERS ABSENT:

- | | |
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| Lillian Adams | Angelo Nicholas |
| ✓ Frank Blowers | ✓ Keith Pohl |
| ✓ Ron Chriss | Gary Polulak |
| Nancy Falcone | ✓ Charles Shaw |
| Vickie Ledsworth | ✓ Carol Thurber |
| ✓ Charles Michel | ✓ Steve Willis |

OTHERS PRESENT:

- | | |
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| John Bierbusse | Kathy Jordon |
| Marsha Prose | Linda Anderson |
| Doreen MacDonald | Brenda Etheridge |
| Tami Russo | Monika Leasure |

1. Call to Order

Chairman Regan called the meeting to order at 3:00 p.m.

2. Roll Call

Roll call was taken with 22 members present (14 private sector).

Mr. Regan introduced new members to the board. Myra Gonino represents the Department of Corrections. Also introduced was Ron Reed, representing the Macomb Literacy Partnership. Both were welcomed.

3. Approval of Previous Minutes

WILLIAM PETERSON MOVED TO APPROVE THE MINUTES OF FEBRUARY 22, 2007 AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Mr. Regan had no report at this time.

5. Committee Reports

A. Macomb/St. Clair Education Advisory Group

1. Meeting of April 19, 2007

a. Recommendation to Approve the 2007-2008 Perkins Application

Mr. Regan announced that the annual Perkins application was due for review. Monika Leasure, MISD staff and EAG coordinator, reported that there is \$1,199,926 allocated to Macomb County and \$258,468 to St. Clair County. The majority of these funds will be used to provide paraprofessionals in the CTE classrooms for assisting special population students in their academic and technical skill development.

PATRICIA ANGER MOVED TO APPROVE THE 2007-2008 PERKINS APPLICATION AS PRESENTED; SUPPORT BY GEORGE KOVTUN.

Mr. Peterson informed the board that there is a \$20,000 deficit regarding the apprenticeship portion and questioned whether the board could provide these funds. However, since the board can only provide WIA funds to the economically disadvantaged population, this request could not be accommodated.

MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve the 2007-2008 Tech Prep Application

The annual Tech Prep application was reviewed. There is a total of \$280,683 in the budget which is used to bridge educational gaps between grades 11 thru 14. Members reviewed a synopsis.

MARY MATUJA MOVED TO APPROVE THE 2007-2008 TECH PREP APPLICATION AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

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B. Youth Advisory Committee

1. Meeting of April 18, 2007

a. Recommendation to Approve Negotiation of PY'07 In-School Youth Contracts

A total of ten in-school proposals were submitted for consideration. Proposers were allowed to submit for both summer programs and year-round continuum programs. Mr. Keating noted that the RFP request was for a 3-year period to assist in determining program directions and budgets.

Proposals were submitted by *L'Anse Creuse Schools, St. Clair County Regional Education Services Agency*, formerly the intermediate school district, *St. Clair Learning Academy, Mt. Clemens Schools, Fitzgerald Public Schools, Macomb Intermediate School District, Warren Woods*, and three separate requests from *Southwest Macomb Technical Education Consortium*.

Costs and enrollment numbers will be negotiated and the committee will return with final recommendations at the May general meeting.

JOHN BOZYMOWSKI MOVED TO APPROVE CONTRACTS NEGOTIATIONS AS PRESENTED; SUPPORT BY PHILIP PAPES. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve Negotiation of PY'07 Out-of-School Youth Contracts

After releasing in February requests for proposals for youth programs, a total of eight (8) out-of-school proposals were submitted for consideration. All are from existing service providers.

Proposals were submitted by *Warren Woods Community Schools, L'Anse Creuse, St. Clair Learning Academy, Mt. Clemens Schools, St Clair County Community College, Blue Water Center for Independent Living, Fitzgerald Public Schools and Leaps and Bounds*.

MARY MATUJA MOVED TO APPROVE CONTRACT NEGOTIATIONS AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

c. Informational Items

i. Report on PY'06 Youth Services Contracts

The students participating in the nine (9) in-school programs are economically disadvantaged senior students who work on various skills including work readiness and career exploration. It is anticipated that most will graduate at the end of the school year. At this time, 26 have received either a diploma or GED; 16 are employed; 476 remain active. These numbers will adjust as the school year ends.

A report of the out-of-school programs for activities up to April 9th showed activity of students participating in eight (8) programs. Most students are between the ages of 19 and 21 and are working to obtain a GED or secured diploma. Many experience barriers such as pregnancies, substance abuse, etc. The ultimate goal of the program is to secure employment. To date, 23 students have attained a GED; 21 have obtaining employment; 285 remain active.

ii. Youth Essay Competition

Last year the first youth essay competition was held with great results. Service providers were once again notified that the competition will be repeated. A certificate and cash prize to winners will be awarded as follows: first place is \$150; second place is \$100; and third place is \$50.

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Students are provided a guideline specifying the requirements for submission, which include length of not more than 500 words with correct spelling, punctuation, and grammar, addressing how participation in the program has helped to achieve their educational goal.

The committee will review submissions at the May meeting and awards will be presented at the general meeting May 24th.

C. Education & Adult Programs Committee

1. Meeting of April 19, 2007

a. Recommendation to Modify PY'06 Dislocated Worker Plan

Mr. Kovtun reported that legislation allows up to 20% of funds may be transferred between the WIA adult and WIA dislocated worker programs. In order to better service additional economically disadvantaged adults, it was recommended that \$850,000 be moved into the adult program plan. Staff requested additional \$935,000 from the state and received verbal confirmation. However, Mr. Kovtun reported that a recent executive order does not allow release of funding for any programs at this time. He noted further that DLEG is requesting a waiver from the Governor since dislocated worker dollars are federal, not state funds and predicted that funds will be released before the end of the program year of June 30th.

PATRICIA ANGER MOVED TO MODIFY THE PY'06 DISLOCATED WORKER PLAN AS PRESENTED; SUPPORT BY DOMINIC LaROSA. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Modify PY'06 Adult Plan

As a result of the previous action, \$850,000 was incorporated into the adult program plan.

PETER KEATING MOVED TO MODIFY THE PY'06 ADULT PROGRAM PLAN AS PRESENTED; SUPPORT BY PHIL PAPES. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Modify FY'07 Trade Adjustment Assistance (TAA) Plan

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

An additional \$153,000 was incorporated into the plan along with final carry-in from the previous year.

MARY MATUJA MOVED TO MODIFY THE FY'07 TRADE ADJUSTMENT ASSISTANCE PLAN AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to Approve PY'07 Michigan Works System Plan

The Michigan Works System Plan synopsis was reviewed. Each year the agency is required to submit a plan to the State providing assurances of operation. The plan visits areas of accounting; grievance procedures; procurement; Veterans' Rights; monitoring; identification of the one-stop operator; and the local strategic plan.

PATRICIA ANGER MOVED TO APPROVE THE 2007 MICHIGAN WORKS SYSTEM PLAN AS PRESENTED; SUPPORT BY ROLAND PESEK. MOTION CARRIED UNANIMOUSLY.

e. Informational Items

i. Plant Closures

Mr. Kovtun reported closures of eight businesses. Affected companies included *Collins & Aikman* in Port Huron; *ITW Plastics* of Shelby Township; *Cadence Innovation* of Clinton Township; *DaimlerChrysler Corporation* in Auburn Hills; *VCST Power Training Components Inc* in Chesterfield; *Pine River Plastics* in St. Clair; and *Distel Tool & Machine Company* in Warren. Mr. Kovtun reported that the City of Detroit has asked for assistance from our organization to service a large number of Macomb County residents who are effected by the *Thyssenkrupp Budd* closure in Detroit.

ii. BRAC Update

Staff met with the military stationed at Selfridge Air National Guard Base regarding impending closures. The latest closure date is estimated for September 2008 for the Army Garrison and 2009 for the 927th Air Force Wing. These dates remain flexible. Approximately 500 civilian and 800 military personnel will be affected.

A job fair is scheduled on the base for May 4th and 5th and pre-retirement planning seminars for June 4th and 5th. Consultants Public Policy Associates will continue to work on areas of environmental scans of the regional economy; impact of closures; needs of displaced individuals; and will develop goals, objectives and strategies to transition displaced worker into training or employment.

iii. Update of Michigan Prisoner Re-entry Initiative (MPRI)

The Macomb County program began in October, 2005. Of the 264 participants, Mr. Kovtun noted that 17% have been returned to the prison system. Services provided include areas of housing; clothing; bus passes; mental health services; mentoring; and workforce development assistance.

The St. Clair County initiative began October, 2006. Of the 35 parolees eligible for the program, two have returned to prison (6%). As in the Macomb program, services provided include areas of housing; clothing; bus passes; mental health services; mentoring; and workforce development assistance.

As previously reported at February's meeting, the Department of Corrections requested that our organization provide services to prisoners in the Thumb Area of the state and will use the St. Clair County initiative as a model. Members reviewed the agreement between the St Clair County MPRI co-chairs and the Macomb/St. Clair WDB.

(Daoud, Becker and Morelli arrived)

iv. Senior Community Service Employment Program Update

This program provides training and employment opportunities to economically disadvantaged individuals age 55 or older with priority going to those age 60 or beyond. The emphasis is to transition those participants into unsubsidized employment.

Members reviewed a handout reflecting the levels of participants both projected and enrolled in the Senior Community program. Of the 76 projected participants, to date 121 slots have been filled with 33 exiting the program. The placement goal is 24% with actual data showing placement has reached 11.8%.

D. Administrative Committee

Mr. Peterson raised a concern regarding the number of people leaving the State of Michigan in search of employment along with the number of jobs that have already left our "right to work" state.

1. Meeting of April 12, 2007

a. Recommendation to Modify PY'06 WIA Adult Program Budget

Legislation allows that up to 20% of funds can be transferred between the WIA adult and WIA dislocated worker programs. In order to better service additional economically disadvantaged adults, it was recommended that \$850,000 be moved into the adult program budget increasing each line item for a total budget of \$4,153,230.

WILLIAM PETERSON MOVED TO MODIFY THE PY'06 WIA ADULT PROGRAM BUDGET AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Modify PY'06 Dislocated Worker Program Budget

As a result of the previous action, \$850,000 was removed from the budget. Staff requested additional \$935,000 from the state and received verbal confirmation resulting with a total of \$5,571,179. However, a recent executive order does not allow release of funding for any programs at this time. The Department of Labor and Economic Growth (DLEG) is requesting a waiver from the Governor since dislocated worker dollars are federal, not state funds. Funds will be released before the end of the program year of June 30th.

WILLIAM PETERSON MOVED TO MODIFY THE PY'06 WIA DISLOCATED WORKER BUDGET AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Modify PY'06 Senior Community Service Employment Program Budget

An additional \$1,500 was received. Funds were incorporated into the budget and targeted to the service center contract line item.

WILLIAM PETERSON MOVED TO MODIFY THE PY'06 SENIOR COMMUNITY SERVICE EMPLOYMENT BUDGET AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to Modify FY'07 Trade Adjustment Assistance (TAA) Budget

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

An additional \$153,000 was incorporated along with final carry-in from the previous year. Funds will be used for classroom training. The budget now totals \$613,028.

WILLIAM PETERSON MOVED TO MODIFY THE FY'07 TRADE ADJUSTMENT ASSISTANCE BUDGET AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.

e. Recommendation to Approve Career Advancement Account (CAA) Budget

The Career Advancement Account budget is for a demonstration project designed to provide training to advance individuals, employers and the state's economic development efforts. The federal government has awarded Michigan \$1.5 million which must be matched by state funds. We are one of nine areas within the state selected to host the program.

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The program affords up to \$3,000 to individuals seeking employment and training activities but if awarded, the individual foregoes any WIA funding. While the program initially was to be targeted to incumbent workers, the new focus is to assist approximately 180 auto workers who accepted buy outs from the auto makers. Only 2.5% is allowed to administer the program. The budget allocation is \$658,772 and totals \$625,703 available for customer services.

WILLIAM PETERSON MOVED TO APPROVE THE CAREER ADVANCEMENT ACCOUNT (CAA) BUDGET AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY

f. Recommendation to Approve Michigan Prisoner Re-entry Initiative Thumb Area Budget

Currently, the organization operates two MPRI programs in Macomb and St. Clair counties respectively. Due to lower prisoner release activity in the Thumb area which includes Lapeer, Tuscola, Sanilac and Huron counties, a \$20,000 planning grant was authorized for the Macomb/St Clair board and a budget was created accordingly to create an infrastructure. After the contribution to the administrative cost pool, the budget totals \$18,000. Next year this geographic area will be incorporated into the St. Clair County program

WILLIAM PETERSON MOVED TO APPROVE THE MPRI THUMB AREA BUDGET AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY

g. Informational Items

i. Release of Request for Proposal for Fiscal Monitoring

In order to be confident that the agency is in compliance with all fiscal and accounting principles and requirements, a Request for Proposal was released to appropriate organizations, along with postings in the Macomb Daily and the Port Huron Times Herald and also on the board's website.

ii. PY'06 Second Quarter WIA Performance Measures

Upon review of the second quarter WIA performance measures, it was learned that of the seventeen, eleven (11) measures were exceeded and six (6) were met.

6. Executive Director's Report

During the Governor's State of the State address, the *No Worker Left Behind* initiative was announced which would provide an opportunity for training of dislocated workers as a three-year program allowing participants two years of training. Federal funds would be matched by \$40 million of state revenue and dedicated solely to training costs. Participants would be encouraged to seek training at community colleges, but private proprietary institutions would be allowed. The program would be channeled through the Michigan Works agencies throughout the State. As an update, Mr. Bierbusse informed the board that currently MDLEG staff are devising a program that will masquerade the current Michigan Works programs. Eligibility requirements are due next month but expectations are that any unemployed individual will be eligible.

Further, the State of Michigan anticipates an 18% increase of dislocated worker funds bringing the State's allocation to \$92 million. Locally, this board will additionally receive between \$1 million and \$1.5 million.

On the bright side, DaimlerChrysler has announced plans to build a new plant in Marysville; however, the Detroit Axle plant will be closed. Since the company will be requiring that employees at the new

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facility have an associate's degree, Mr. Bierbusse has informed the State that our organization is willing to upgrade skills for all incumbent workers who may transfer to Marysville.

7. Other Business

There was no other business.

8. Hearing of the Public

There were no comments from the public.

9. Scheduling of Next Meeting

The next general meeting is scheduled for 3:00 p.m., Thursday, May 24, 2007 at the Michigan Works Atrium Office in Clinton Township. Members will be notified.

10. Adjournment

MARY MATUJA MOVED TO ADJOURN; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 4:00 p.m.

Respectfully submitted,

Laura Carne
Recording Secretary