

**MINUTES OF THE  
WORKFORCE DEVELOPMENT BOARD**

August 23, 2007

The Macomb/St. Clair Workforce Development Board met Thursday, August 23, 2007 at the Michigan Works Clinton Township Atrium Office, 43630 Hayes Rd, Clinton Township, Michigan with the following members present (✓ denotes private sector):

**AT ROLL CALL:**

Lillian Adams	✓ Ed Kubes
✓ Patricia Anger	✓ Dominic LaRosa
Ken Austin	Vickie Ledsworth
✓ Del Becker	✓ Mary Matuja
John Bozymowski	✓ Charles Michel
✓ John Daoud	✓ William Morelli
✓ Dawn Drozd	Philip Papes
✓ Mary Gilbert	✓ Rick Regan
✓ Peter Keating	Jennie Tunnell
✓ Mike Kramer	

**ARRIVALS AFTER QUORUM CALLED:**

N/A

**MEMBERS ABSENT:**

✓ Frank Blowers	Angelo Nicholas
✓ Ron Chriss	✓ Roland Pesek
Nancy Falcone	William Peterson
✓ Carl Gervason	Gary Polulak
✓ Lester Gilbert	✓ Ron Reed
Myra Gonino	✓ Paul Reiz
George Kovtun	✓ Charles Shaw
Mike Moran	✓ Carol Thurber

**OTHERS PRESENT:**

John Bierbusse	Kathy Jordon
Marsha Prose	Deborah Porter
Linda McLatcher	Doug Drake
Brenda Etheridge	Diane Weiss
Tammy Russo	Doreen MacDonald

1. **Call to Order**

Chairman Regan called the meeting to order at 3:10 p.m.

2. **Roll Call**

Roll call was taken with 19 members present (13 private sector).

3. **Approval of Previous Minutes**

**PATRICIA ANGER MOVED TO APPROVE THE MINUTES OF JUNE 28, 2007 AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.**

4. **Chairperson's Report**

Mr. Regan had no report at this time.

5. **Committee Reports**

**A. Education & Adult Programs Committee**

1. Meeting of August 16, 2007

**a. Recommendation to Modify PY'07 Dislocated Worker Plan**

Mr. Bozymowski reported that funds totaling \$320,020 were incorporated into the PY'07 dislocated worker plan. Carry-in includes \$265,000 with 7% dedicated to administration of the program. Total now available is \$6,017,978.

**PATRICIA ANGER MOVED TO MODIFY THE PY'07 DISLOCATED WORKER PLAN AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

**b. 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 \$266,432 was received and incorporated into the budget. Funds will be used for classroom training. The budget now totals \$1,639,707.

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

**c. Recommendation to Approve Remedial Basic Skills Upgrading Service Provider**

Mr. Bozymowski reported release of a request for proposal in June seeking basic skills upgrading services for those Work First customers who wish to pursue vocational training. Services are targeted to those individuals who have reading and math skills below the 6<sup>th</sup> grade level, but no lower than 4<sup>th</sup> grade.

Leaps and Bounds Family Services in Warren was contacted prior and asked to develop a 3-month trial program to identify the number of potential customers requiring this type of services. As a result of the RFP solicitation, three responses were received for Macomb County and one for St. Clair County. An evaluation was performed by staff to determine cost, program design and history of the vendor. Staff recommended that L'Anse Creuse Public Schools be awarded a bid of \$44,830 in Macomb County with Leaps & Bounds Family Services to continue their program but with a cost reduction to \$23,000.

**Macomb/St. Clair Workforce Development Board  
August 23, 2007**

While Blue Water Center for Independent Living was the sole submission in St. Clair County, staff did not recommend funding due to the design structure of their program consisting of two (2) hours per week of classroom instruction and 6 to 8 hours per week at home. It was recommended that an RFP be re-released in November when responses may be more plentiful due to public schools being back in session.

**PETER KEATING MOVED TO APPROVE FULL FUNDING TO L'ANSE CREUSE PUBLIC SCHOOLS AND ONE-THIRD FUNDING TO LEAPS AND BOUNDS WITH A RE-RELEASE OF THE RFP IN THE FALL FOR ST. CLAIR COUNTY; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to Revise Eligibility for Training Policy**

Mr. Bierbusse presented an overview of the No Worker Left Behind initiative 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. As the fund is depleted we will be requesting additional dollars from the state to support Macomb/St. Clair's obligations. Currently we find that most of the unemployed in our area do not fit the definition of Dislocated Worker but fit into the definition of Adult.

Core elements of the new program will include up to two years of free tuition and fees for certificate or degree completion at any Michigan community college, college, university or other approved training program. Workers will be required to take a skills assessment test. Qualified individuals must pursue their degree or certificate in a high-demand occupation or emerging industry. The free tuition is a one-time offer and individuals will have three years to sign up effective August 1<sup>st</sup>, 2007.

Eligibility is for those who are currently unemployed or have received notice of termination or layoff, or have family income less than \$40,000. Participants must be at least 18 years old, must not have graduated from high school within the past two years, and must not be full-time college students.

The State is expecting the board to provide more services without additional funding. However, if the board does not wish to participate, it will be eliminated from receiving any potential future funds. Since previous local priority was placed on low income individuals, members encouraged the director to continue to press the State to accept local decisions on services. Because of the backlash from service providers and Michigan Works agencies, Mr. Bierbusse reported that the Department of Labor and Economic Growth is creating a policy committee, of which he will be a member, to address the many issues involved and to tighten the guidelines.

**MARY MATUJA MOVED TO REVISE THE ELIGIBILITY FOR TRAINING POLICY AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED. Michel voted no.**

**e. Recommendation to Approve 2007 Demand Occupation List**

The 2007 demand occupation list was reviewed. To be considered, an occupation must meet the growth and wage criteria in the Detroit MSA meaning the occupation must have at least 11% growth and 50 or more openings or have positive change with at least 100 openings in the metropolitan area; and have at least a mean hourly wage of \$12.50. The growth information is provided by the Annual Planning Information Report for 2007.

**MARY MATUJA MOVED TO APPROVE THE 2007 DEMAND OCCUPATION LIST AS PRESENTED; SUPPORT BY DEL BECKER. MOTION CARRIED UNANIMOUSLY.**

**f. Recommendation to Revise Individual Training Account (ITA) Policy**

Members reviewed policy changes to the current ITA policy which states that the board will provide \$8.75 per hour multiplied by the number of contract hours for approved training and will also cover costs of tuition, fees, books and supplies.

The recommended policy change will allow a maximum ITA amount of \$5,000 per year up to \$10,000 over a four-year period. It will cover the cost of tuition and fees only.

**MARY MATUJA MOVED TO REVISE THE INDIVIDUAL TRAINING ACCOUNT (ITA) POLICY AS PRESENTED; SUPPORT BY WILLIAM MORELLI. MOTION CARRIED. Michel voted no.**

**g. Informational Items**

**i. Plant Closures**

Mr. Bozymowski reported no plant closures at this time. However, members reviewed trade certifications for VCST Machine Products in Clinton Township; HG-DSS Technologies in Fair Haven; R-Tis-Tic Mold in St. Clair; and Hi-Craft Engineering in Fraser.

It was noted that the final company, Hi-Craft Engineering, was very uncooperative. In order to reach the 10 affected employees, ads were placed in the Macomb Daily and the Port Huron Times Herald announcing the trade certification and encouraging employees to visit a Michigan Works office.

**ii. BRAC Update**

Staff continues to meet with the military stationed at Selfridge Air National Guard Base regarding impending closures. The latest closure date remains September 2008 for the Army Garrison and February 2009 for the 927<sup>th</sup> Air Force Wing. These dates remain flexible. Approximately 500 civilian and 800 military personnel will be affected.

As part of the process for the planning grant, consultants *Public Policy Associates* conducted an impact study of the region and results of questionnaires were reviewed. Of the 300 affected Army Garrison employees, 102 questionnaires were returned reporting that most had less than five years seniority and the majority plan to visit a Michigan Works office upon separation.

Of the 700 reservists of the 927<sup>th</sup> Air Refueling Wing, a total of 387 questionnaires were returned. Approximately 20% expect to retire and 25% plan to relocate to Florida. Thirty-five percent (35%) indicated they intend to visit a Michigan Works office.

**C. Administrative Committee**

**1. Meeting of August 9, 2007**

**a. Recommendation to Modify PY'07 Dislocated Worker Budget**

Mary Matuja reported that the Dislocated Worker budget reflects adjustment to include an additional \$320,020 for Macomb/St. Clair which is part of the state's \$3 million distribution of funds. This is the last allocation from the state for Dislocated Worker PY '07.

**PETER KEATING MOVED TO MODIFY THE PY'07 DISLOCATED WORKER BUDGET AS PRESENTED; SUPPORT BY PAT ANGER. MOTION CARRIED UNANIMOUSLY.**

**b. Recommendation to Modify PY'07 Michigan Older America Community Service Employment Program Budget**

Modification #1 to the PY '07 Michigan Older American Community Service Employment Program increases the budget by \$117,806. The increase brings the PY '07 budget to a full year's level. This budget supports wages for 76 current participants and wages and fringe benefits for a full time staff at a Michigan Works Service Center who is dedicated solely to the program. An independent company surveyed participants last month and feedback will be forthcoming.

**CHARLES MICHEL MOVED TO MODIFY THE PY'07 MICHIGAN OLDER AMERICAN COMMUNITY SERVICE EMPLOYMENT PROGRAM BUDGET AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.**

**c. 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 \$266,432 was received and incorporated into the budget. Funds will be used for classroom training. The budget now totals \$1,486,643.

**PETER KEATING MOVED TO MODIFY THE PY'07 TRADE BUDGET AS PRESENTED; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to Modify FY'07 MPRI Macomb County Program Budget**

The budget adjustment presented for Michigan Prisoner Re-Entry Program (MPRI) – Macomb County does not change the total budget, but rearranges budget line items. Increases included transportation, workforce development, life skills, substance abuse treatment and a decrease to accounting & auditing, short-term housing and prison in-reach. The original budget was based on projections for services provided and therefore the reason for the adjustment.

**CHARLES MICHEL MOVED TO MODIFY THE FY'07 MICHIGAN PRISONER RE-ENTRY PROGRAM (MPRI) – MACOMB COUNTY BUDGET AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.**

**e. Recommendation to Modify FY'07 MPRI St. Clair County Program Budget**

The budget adjustment presented for Michigan Prisoner Re-Entry Program (MPRI) – St. Clair County does not change the total budget. Substance abuse treatment line item was decreased as well as domestic violence services. Increases were to workforce development and prison in-reach. Prison in-reach is defined as including a series of seminars while still in the prison with the involvement of a Transition Team consisting of employment specialists, DHS representatives, Parole Officers and MPRI representatives who determine the transition needs of the prisoner. Housing and employment are the primary needs. There are eight "feeder" prisons in the State of Michigan. The New Haven location currently is a feeder prison for St. Clair MPRI and a facility in Saginaw is being phased-in to become a feeder for the St. Clair/Thumb Area for the upcoming fiscal year starting in October.

**PATRICIA ANGER MOVED TO MODIFY THE FY'07 MICHIGAN PRISONER RE-ENTRY PROGRAM (MPRI) – ST. CLAIR COUNTY '07 BUDGET AS PRESENTED; SUPPORT BY PHILIP PAPES. MOTION CARRIED UNANIMOUSLY.**

**f. Informational Item**

**i. PY'06 Fourth Quarter WIA Performance**

Ms. Matuja reported that fourth quarter statistics of the WIA program have been met or exceeded. Staff was commended.

**6. Executive Director's Report**

**a. Presentation by Public Policy Associates**

Doug Drake of Public Policy Associates gave a power point presentation to apprise the board of the current economic conditions and future trends and their impact on the closure of the Army Garrison and 927 Re-fueling Wing at Selfridge Air National Guard Base. He discussed market share, UAW contract status, population levels and changes, education, employment travel patterns, short and long-term risks, and goals and objectives. Members thanked him for the presentation.

**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, September 27, 2007 at the Clinton Township Michigan Works Atrium Office, Clinton Township, Michigan. Members will be notified.

**10. Adjournment**

The meeting adjourned at 4:40 p.m.

Respectfully submitted,

Laura Carne  
Recording Secretary