

**EDUCATION & ADULT PROGRAMS COMMITTEE MINUTES**  
**June 19, 2008**

**I. ROLL CALL**

**MEMBERS PRESENT**

John Bozymowski  
Jennie Tunnell

**MEMBERS ABSENT**

George Kovtun  
Mike Moran  
Gary Polulak

**OTHERS PRESENT**

John Bierbusse  
Linda McLatcher

Ms. Tunnell called the meeting to order at 8:35 a.m.

**II. APPROVAL OF MAY 15, 2008 EDUCATION & ADULT PROGRAMS COMMITTEE MINUTES**

**JOHN BOZYMOWSKI MOVED TO APPROVE THE MINUTES OF MAY 15, 2008 AS PRESENTED; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**III. WORKFORCE INVESTMENT ACT**

**a. Recommendation to Approve PY'08 Incumbent Worker Plan**

The 2008 allocation is \$498,066, a five thousand dollar increase over last year. However, the plan instructions have not yet been issued. Therefore, staff prepared the plan according to the 2007 instructions to meet the July 1<sup>st</sup> program start.

The current method of operation consists of contracts with training facilities who work with individual employers. Mr. Bierbusse recommended a new way to operate the program. After meeting with Michigan Works Thumb Area to discuss regional coordination of the incumbent worker program, a request has been made to the Michigan Department of Labor and Economic Growth to deobligate \$250,000 and reallocate to the Thumb Area. These funds will be used to expand their Employment Builders Alliance to service companies located in Macomb and St. Clair counties. In order to participate in the alliance, companies are required to pay \$10 per employee. This method would avoid returning funds to the State as the current year is experiencing a 40% expenditure rate.

If approved by DLEG, the plan will be revised to reflect the smaller allocation and the Thumb Area Michigan Works Agency will be responsible for reporting to the State all the training activity for incumbent workers through the Employer Builders Alliance in Macomb and St. Clair counties.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO APPROVE THE PY'08 INCUMBENT WORKER PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**b. Recommendation to Approve PY'08 Demand Occupation List**

It is an annual responsibility of the board to update the local demand occupation list to inform customers of growing occupations where they may find employment. This year 22 occupations were added that meet the growth and wage criteria. The Annual Planning report issued by the

Michigan Department of Labor and Economic Growth is the resource used to create the list. As a result, 21 occupations were removed.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO APPROVE THE PY'08 DEMAND OCCUPATION LIST AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**c. Recommendation to Modify the Five-Year Comprehensive Plan**

The Comprehensive Five-Year plan requires updating each year. This year the *No Worker Left Behind* initiative has been incorporated. The new center located in Warren is identified; unemployment status is defined; student dependency status is defined; and priority of services to adults. After discussion, it was determined that a paragraph be included to prioritize older youth who have been enrolled in WIA programs and have successfully completed high school or a GED and will be eligible to continue training through adult services.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO MODIFY THE FIVE-YEAR COMPREHENSIVE PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to Revise Board Credential Policy**

WIA requires that 17 performance standards be met by all program administrators. Of these, three relate to credentials earned by WIA customers as a result of program participation. These three are adult employment and credential rate; dislocated worker employment and credential rate; and older youth credential rate. A credential is defined as a nationally recognized degree or certificate or state/ local recognized credential. They include high school diploma, GED or other equivalent, post-secondary degrees/certificates, recognized skill standards and licensure or industry-recognized certificates, including all state education agency recognized credentials.

The board is allowed to develop a local credential. Staff prepared for consideration a local policy which committee reviewed. Elements of this credential include 1) WIA participant who has completed an OJT contract; 2) WIA participant who has completed a GED or high school diploma and currently attending post-secondary education; 3) WIA participant who has completed at least one GED subject test and has obtained a certificate indicating achievement of the subject; and 4) WIA participant who successfully completes any portion of a vocational training program curriculum and has found employment in that industry.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO APPROVE THE BOARD CREDENTIAL POLICY AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**e. Informational Items**

**i. Plant Closures**

Guardian Automotive Corporation in Warren filed a WARN notice of closure at the end of August affecting 78 employees. Some will be offered transfer to their Georgia facility. An orientation was held June 11<sup>th</sup> and June 17<sup>th</sup>.

The report was accepted and filed.

#### **IV. MICHIGAN OLDER AMERICANS COMMUNITY SERVICE EMPLOYMENT PROGRAM**

##### **a. Recommendation to Approve PY'08 Plan**

The Michigan Older Americans Community Service Employment Program serves individuals who are 55 years of age or older and whose family income is not greater than 125% of the poverty level. Preference is given to those 65 years and older who may have a disability; limited English proficiency; low literacy skills, reside in rural areas, are veterans, have low employment prospects or who are homeless or at risk of becoming homeless. Individuals are placed in community service assignments with a non-profit host agency to gain marketable skills with a goal to enter unsubsidized employment. There are 75 allotted positions with a grant of \$644,186, a \$30,000 increase from last year. Individuals earn minimum wage, which will be increasing July 1<sup>st</sup>. The program serves individuals from Macomb, St. Clair, Oakland and Monroe counties.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO APPROVE THE PY'08 MICHIGAN OLDER AMERICANS COMMUNITY SERVICE EMPLOYMENT PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

#### **V. MICHIGAN PRISONER RE-ENTRY INITIATIVE**

##### **a. Recommendation to Approve FY'09 Macomb County Plan**

Two MPRI programs are operated by this board, the only Michigan Works agency in the State to do so. The goal of the program is to transition parolees from the prison system into the community. A number of services are available through the MPRI program. The majority of participants are early released parolees, while some have completed their prison requirements and have been released. A transition team comprised of representatives from workforce development, health services, mental health services, social services, and MPRI staff have developed the plans. This year the Macomb budget is \$868,785 to assist 428 parolees. Family support services are a priority to lessen the recidivism rate.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO APPROVE THE FY'09 MPRI MACOMB COUNTY PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

##### **b. Recommendation to Approve FY'09 St Clair/Thumb Area Plan**

Funds provided to service 300 individuals within the St. Clair/ Thumb Area MPRI program are \$630,000. Similar services as the Macomb program are available. Members noted a lower number of participants.

**JOHN BOZYMOWSKI MOVED TO APPROVE THE FY'09 MPRI ST. CLAIR/THUMB AREA PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

#### **VI. OTHER BUSINESS**

There was no other business.

#### **VI. ADJOURNMENT**

The meeting adjourned at 9:35 a.m.

Respectfully submitted,  
Laura Carne  
Recording Secretary