

**EDUCATION & ADULT PROGRAMS COMMITTEE MINUTES**  
**November 15, 2007**

**I. ROLL CALL**

**MEMBERS PRESENT**

Jennie Tunnell  
John Bozymowski

**MEMBERS ABSENT**

George Kovtun  
Mike Moran  
Gary Polulak

**OTHERS PRESENT**

John Bierbusse  
Linda McLatcher  
Marsha Prose

Ms. Tunnell called the meeting to order at 8:40 a.m.

**II. APPROVAL OF OCTOBER 18, 2007 EDUCATION & ADULT PROGRAMS COMMITTEE MINUTES**

**JOHN BOZYMOWSKI MOVED TO APPROVE THE MINUTES OF OCTOBER 18, 2007 AS PRESENTED; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**III. WORKFORCE INVESTMENT ACT**

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

The State has mandated that the *No Worker Left Behind* dislocated worker program dollars be kept separate from the main dislocated worker program. The original allocation for this plan is \$43,272; an additional \$122,775 has been received for program operation. With the addition of carry-in funds from 2005 and 2006, the total available is \$442,795. All monies will be allocated to training with no funds set aside for administration.

**JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'07 DISLOCATED WORKER *NO WORKER LEFT BEHIND* 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 *No Worker Left Behind* Statewide Activities Plan**

New funds have been received from the State for the *No Worker Left Behind* initiative, which requires a separate plan. Funds are derived from State set-aside dollars with approximately \$3.6 million being distributed throughout the State of Michigan. The local allocation is \$335,837. All funds will be dedicated to participant training.

**JOHN BOZYMOWSKI MOVED TO APPROVE THE PY'07 *NO WORKER LEFT BEHIND* STATEWIDE ACTIVITIES PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**c. Recommendation to Modify PY'07 Dislocated Worker Program Plan**

Due to deobligation of funds from various MWAs who did not expend at least 85% of their previous allocation, monies are returned to the State and then redistributed to MWAs who have spent full allocations. Therefore, the Macomb/St. Clair WDB received an additional \$55,120 in

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dislocated worker program dollars which were incorporated into the current plan. All funds will be dedicated to participant training.

After review and discussion, **JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'07 DISLOCATED WORKER PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to Modify PY'07 Adult Program Plan**

Also affected by MWA deobligations, the State has redistributed funds for the adult program. The local plan received an additional \$358 for incorporation. Once again, all monies will be directed to participant training.

**JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'07 ADULT PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**e. Recommendation to Modify PY'07 Youth Program Plan**

Continuing with deobligated money, the youth program received an additional \$6,428. All will be dedicated to out-of-school participant training.

**JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'07 YOUTH PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**f. Recommendation to Approve PY'07 Service Center Operations Plan**

As the final plan to be affected by deobligations, the service center operations plan received an additional \$16,585 and will be used in the support of the various centers.

**JOHN BOZYMOWSKI MOVED TO MODIFY THE PY'07 SERVICE CENTER OPERATIONS PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**g. Informational Items**

**i. Plant Closures**

Ms. McLatcher announced closures for Lapeer Metal Stamping in Mt. Clemens and JDC Logistics in Warren.

Lapeer Metal Stamping is permanently closing its Mt. Clemens facility which will affect 46 employees. However, operations will be moving to their facility in Dearborn and all affected employees will be offered positions. Information regarding Michigan Works will be provided to those not interested in transferring,

JDC Logistics is terminating all 14 employees and closing on December 7<sup>th</sup>. The company is currently in receivership and while employees are no longer working, they are being paid until December 7<sup>th</sup>. Staff are in the process of attempting to locate names and address of affected employees in order to schedule an orientation.

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Trade certifications were made to PCS Company (pins department only—16 employees) in Fraser and Intasco USA in Port Huron. Trade orientations are being held for both facilities.

**IV. FIVE-YEAR COMPREHENSIVE PLAN**

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

Each year the comprehensive plan requires modification to maintain accuracy. Updates were made to labor market analysis to reflect unemployment rates and demand occupations; the local Michigan Works system to include the new center opening in Warren; training activities to incorporate requirements of the *No Worker Left Behind* initiative; funding which also addresses the new requirements of the *No Worker Left Behind* initiative; revisions to the Trade funding policy; and identification of contractors for the youth program.

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.**

**V. JOBS, EDUCATION & TRAINING (JET)**

**a. Recommendation to Approve Budget Information Summary**

While members previously reviewed the overview for the JET program in October, the State of Michigan has released initial funding for the program as a result of the 30-day State Continuation Budget. One-twelfth of anticipated funds to support the JET program has been received. There is currently \$360,975 available. As the State's budget has been approved, it is expected that the whole allocation will be received soon to continue operations.

**JOHN BOZYMOWSKI MOVED TO APPROVE THE FY'08 JET PROGRAM PLAN AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**VI. TRADE ADJUSTMENT ASSISTANCE (TAA)**

**a. Revised State Policy on Funding for TAA**

Staff was notified that the State is changing its fiscal policy for distributing TAA funds. It is now required that the agency submit billing for reimbursement. Therefore, the committee will no longer be required to modify the plan each month. Staff will report participant activity to the committee at future meetings. By the end of the 2008 fiscal year, all MWAs will be required to use debit cards to pay for TAA training and to automatically generate accrual expenditures. This procedure is already in place locally through the agency's comp card system.

**VII. OTHER BUSINESS**

**a. Recommendation to Approve Additional Incumbent Worker Proposals**

Additional proposals have been received for incumbent worker training. Five proposals were made by St. Clair County Community College and an additional three were delivered by Macomb Community College. The formula established for funding remains the same, i.e., previously funded proposals will be capped at 50% of request; new proposals capped at 75% of requests; and a cap of \$15 per hour per employee.

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Requests total \$237,713, which will expend the entire 2007 program year funding. However, it is possible that employers may withdraw requests due to a variety of reasons. If so, funds will be deobligated and made available for future proposals.

**JOHN BOZYMOWSKI MOVED TO APPROVE THE EIGHT INCUMBENT WORKER PROPOSALS AS PRESENTED AND TO FORWARD TO THE BOARD OF DIRECTORS FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.**

**VIII. ADJOURNMENT**

The next meeting is tentatively scheduled for January 17, 2007. The meeting adjourned at 9:30 a.m.

Respectfully submitted,

Laura Carne  
Recording Secretary