

MICHIGAN WORKS SERVICE CENTER COMMITTEE MINUTES
June 12, 2007

I. CALL TO ORDER

Members Present

Jennie Tunnell

Patricia Anger

Members Absent

Lester Gilbert

Others Present:

Bob Apczynski

Colin Miller

Jennie Tunnell called the meeting to order at 8:40 am.

II. APPROVAL OF NOVEMBER 21, 2006 MINUTES

PATRICIA ANGER MOVED TO APPROVE THE MINUTES OF NOVEMBER 21, 2006 AS PRESENTED; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.

III. APPROVAL OF WAGNER-PEYSER EMPLOYMENT SERVICE PLAN

The annual Wagner-Peyser funded Employment Service plan was discussed. Mr. Apczynski reported that the State has been slow in releasing plan instructions. In lieu of a synopsis, members reviewed the budget to discern how the funding would be allocated. This year the initial allocation is \$1,600,478, a slight increase from the previous year. Increases were made for information technology & computerization and telephones to accommodate the opening of the Warren satellite office. The majority will be used to fund employment service providers.

PATRICIA ANGER MOVED TO APPROVE THE PY'07 WAGNER-PEYSER EMPLOYMENT SERVICE PLAN AS DISCUSSED AND TO FORWARD TO THE BOARD FOR FINAL APPROVAL; SUPPORT BY JENNIE TUNNELL. MOTION CARRIED UNANIMOUSLY.

IV. REPORT ON SERVICE CENTER TRAFFIC FLOW

Mr. Apczynski presented a series of graphs reporting the flow of traffic at the Michigan Works centers. The numbers record the first time visitors who visit to apply for core services through the Michigan Talent Bank. January appears to be consistently the highest visited month which staff attributed to those who had lost their post-seasonal jobs. The Roseville facility continues to experience the heaviest flow of traffic, making the opening of the Warren satellite office imperative to better assist customers. In St. Clair County, the Port Huron office averages 700 to 800 visitations per month.

V. OUTREACH ACTIVITIES UPDATE

The committee was updated on the various outreach activities throughout 2007. To date, as part of a contingent of Macomb County representatives, one Michigan Works staff person attended a meeting in Rockland, Illinois to address the future closing of the TACOM facility there in order to provide information for those who wish to relocate to Michigan; in February staff attended a *Learn and Earn* fair at Macomb Community College to provide training and career information; in March staff attended job fairs; meetings were held with DaimlerChrysler employees to explain services available to those who took advantage of buyouts and early retirement packages; job fairs were attended by staff in April and May; and plans are being

developed to participate in the 3rd annual Southeast Michigan United Way Employment, Training, and Family Resource Expo in October.

Staff were requested to discern as much information as possible regarding the number of people who attended the job fairs and whether any were hired.

VI. UPDATE ON WARREN SERVICE CENTER

Due to high traffic at the Roseville center, a satellite office to alleviate the parking problem, the long lines of customers waiting for service, and insufficient space to house staff and programs will be opened.

The site is in a strip mall owned by the City of Warren and located on Van Dyke across from Macomb Community College's M-TEC Center. The center is smaller than the Roseville office and will house the Work First JET program consisting of three classrooms and staff, and will also allow job seekers access to training and the Talent Bank registration by locating a minimal staff of employment service facilitators and WIA case managers.

A 10-year lease will be negotiated stating the initial five years of rent will not increase and the remaining five years will be renegotiated.

Staff will be meeting with the architect to complete the interior design. The agency will be responsible for cubicles and all necessary wiring for computers and phones. It is anticipated that the office will open by end of summer.

VII. OTHER BUSINESS

There was no other business.

VIII. ADJOURNMENT

JENNIE TUNNELL MOVED TO ADJOURN; SUPPORT BY PAT ANGER. MOTION CARRIED. The meeting adjourned at 9:05 am.

Respectfully submitted,

Laura Carne
Recording Secretary