

**MINUTES OF THE  
WORKFORCE DEVELOPMENT BOARD**

March 26, 2015

The Macomb/St. Clair Workforce Development Board met Thursday, March 26, 2015 at the Clinton Township Michigan Works Service Center with the following members present (☑ denotes private sector):

**AT ROLL CALL:**

- |                      |                  |
|----------------------|------------------|
| Ken Austin           | ✓ Peter Keating  |
| Deborah Bouts        | Maria Kokas      |
| John Bozymowski      | ✓ Ken Lampar     |
| ✓ Ann Forster        | ✓ Mary Matuja    |
| ✓ Sharise Gavliniski | Rick Niedieck    |
| ✓ Carl Gervason      | William Peterson |
| ✓ Carter Hitesman    | Erin Smith       |

**MEMBERS ABSENT:**

- |                     |                   |
|---------------------|-------------------|
| ✓ Pat Anger         | Mike Moran        |
| Dan Casey           | ✓ William Morelli |
| Thelma Castillo     | Valerie Nunn      |
| ✓ Hannah Costello   | ✓ Troy Piper      |
| ✓ Patti Gendernalik | Gary Polulak      |
| ✓ Virginia Gronley  | ✓ Charles Shaw    |
| ✓ Mike Kramer       | ✓ Mike Weigand    |
| ✓ Dominic LaRosa    |                   |

**OTHERS PRESENT:**

- |                  |               |
|------------------|---------------|
| John Bierbusse   | Kay Nowaczok  |
| Jason Alessondro | Karen Ottman  |
| John Babcock     | Chris Reilly  |
| Marcie Burt      | Michael Zilli |
| Jennifer Kimm    |               |

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**1. Call to Order**

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

**2. Roll Call**

Roll call was taken with 15 members present (7 private sector)

**3. Approval of Previous Minutes**

**WILLIAM PETERSON MOVED TO APPROVE THE MINUTES OF JANUARY 22, 2015 AS PRESENTED; SUPPORT BY MARY MATUJA. MOTION CARRIED UNANIMOUSLY.**

**4. Chairperson's Report**

Veterans' case managers presented a video to the Board highlighting the Veterans Employability Boot Camp, a one week session which better prepares veterans to conduct a more effective job search. Several members of the Board showed an interest in visiting the next session which is the week of April 6, 2015.

**5. Committee Reports**

**A. Education and Adult Programs Committee**

**1. Meeting of March 19, 2015**

**a. Recommendation to APPROVE Appointments to the Talent District Career Councils (TDCC)**

**i.) Region 6 – St. Clair**

It is the responsibility of this board to name members to the Talent District Career Council (TDCC) to serve in an advisory capacity to all WDBs within their region on educational issues. In the past each MWA had an Educational Advisory Group (EAG) which will be dissolved in favor of the region's TDCC. There will be a minimum of 10 members to make a full committee. A member may serve in more than one capacity.

Macomb/St. Clair WDB has been asked to identify four members to be appointed to the TDCC for Prosperity Region 6 which includes St. Clair, Genesee, Huron, Lapeer, Sanilac, Shiawassee, and Tuscola Counties who will also appoint members to the TDCC. Those identified to date by Macomb/St. Clair are Mike Moran, IBEW Local 58, Pat Yanik, St. Clair RESA & Gloria Henry from the Harrison Center.

**MARY MATUJA MOVED TO APPROVE THE APPOINTMENTS TO REGION 6 (ST. CLAIR) TALENT DISTRICT CAREER COUNCIL AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

**ii.) Region 10 - Macomb**

Macomb/St. Clair will make seven appointments to Region 10 Talent District Career Council (TDCC). Region 10 includes Macomb County, Oakland County, and Wayne County including SEMCA & the City of Detroit. Region 10 TDCC will have up to 35 members as it covers 40% of the state's population. Those identified from M/SC are Scott Palmer and Monika Leasure, from the Macomb Intermediate School District, Christopher Layson from Utica Community Schools, Lou Garofalo, L'Anse Creuse School District (parent)/PTI Engineered Plastics, Deborah Michon, Principal, Richmond Community Schools, William Peterson, UAW and Joe Petrosky, Dean of Engineering from Macomb Community College.

**MARY MATUJA MOVED TO APPROVE THE APPOINTMENTS TO REGION 10 (MACOMB) TALENT DISTRICT CAREER COUNCIL AS PRESENTED; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.**

**b. Informational Items**

**i.) Skilled Trades Training Fund (STTF) Status Report**

Four companies who were awarded grants through the Skilled Trades Training Fund (STTF) in Macomb & St. Clair Counties have projects underway. A fifth company, Mayco Freight of Sterling Heights which does business as CLAW Logistics, has completed a training program for five of its dispatchers. Prior to applying for this grant, CLAW Logistics lost a big account forcing them to lay-off drivers due to lack of work. The company's HR Manager now believes that because of this training, their company is in a better position to attract new clients while keeping staff at full capacity.

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**ii.) Plant Closure Report**

Macomb/St. Clair has been notified of two plant closures. Flint Hills Resources in Marysville, a chemical plant which produces polypropylene for the automotive industry anticipates a July 2015 closure due to economic conditions. Seventy-five workers are affected by the closure. The company is assisting employees by offering help with resume writing and interviewing skills as well as a job fair for internal job openings within its subsidiaries. Michigan Works! staff and the Unemployment Insurance Agency have a worker orientation scheduled for April 16<sup>th</sup> and April 17<sup>th</sup>.

Asset Acceptance, LLC located in Warren will be closing May 1, 2015 due to company restructuring. 125 workers were notified of the permanent lay-off in November 2014. Since then the company has been holding resume writing workshops and job fairs. A worker orientation is pending for April.

**iii.) "Telling Our Story" - Success Stories**

The February issue of "Telling Our Story" featured four customer success stories and two letters from customers expressing appreciation for the support they received from Michigan Works! programs and staff. It was pointed out that in the letters of appreciation, customers come into contact with many different service center staff and had high praise for all of them. Mr. Bierbusse encouraged all members of the board to read these stories.

**iv.) Prisoner Reentry – Macomb**

A four year graph comparing FY 2012 through the first five months of FY 2015 shows an overall decrease in dollars spent as well as the number of parolees served in Macomb County. Housing remains the #1 need and social support service categories remain relatively steady due to consistent referrals from the agents. The employment and health/behavioral health categories have experienced a sharp decline due to Michigan Department of Corrections (MDOC) no longer funding certain programs and services.

**v.) Prisoner Reentry – St. Clair/Thumb Area**

A similar graph showed the downward trend of the numbers served and dollars spent over the past four-year period from FY 2012 to the first five months of FY 2015 in St. Clair/Thumb Area. As with Macomb County, housing and social supports service categories remain relatively steady due to consistent referrals from the agents where as the employment and health/behavioral health categories experienced a sharp decline due to MDOC no longer funding certain programs and services.

We are still working under an extended six month Prisoner Reentry contract for both Macomb and St. Clair/Thumb Area while waiting for an RFP to be released from the state for FY 2016.

**vi.) Advanced Energy Storage Systems Initiative (AESSI) Progress Report**

The Advanced Energy Storage Systems Initiative (AESSI) is a federally funded regional grant including the counties of Macomb, St. Clair, Oakland, Livingston, Washtenaw, Genesee, Shiawassee & Wayne. As a regional grant, training of dislocated and incumbent workers has taken place throughout all of Southeast Michigan with Wayne State University and Macomb Community College as training providers. Many area fire departments have received training for their first responders. Over 1,000 people will have been trained when this grant is completed in September 2015 which is well above original projections.

**vii.) Partnership, Accountability, Training & Hope (PATH) Update**

The PATH program update points out the Family Independence Program (FIP) Caseload reduction over the past 5 ½ years. FIP provides financial assistance to families with children with the goal of obtaining self sufficiency. The overall loss from October 2010 through January 2015 showed the State's caseloads, as a whole, down 64.2%, with Macomb County down by 56.3% and St. Clair County down by 61.6%. The reduction in caseloads can be attributed to an improving economy along with changes to eligibility requirements during this time.

The Yearly Work Participant Rate graph shows the steadily rising work participation rate over the past 4 ½ years in both Macomb and St. Clair Counties. As the numbers of cases were reduced, the work participation rate increased. M/SC is at a 73% work participation rate which is above the state's average of 68.9%.

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**B. Administrative Committee**

**1. Meeting of March 12, 2015**

**a. Recommendation to APPROVE PY '14 WIA Dislocated Worker Program Budget Modification**

The Workforce Development Board received a waiver from the state to increase the funds transfer limit between the Dislocated Worker and Adult programs up to 75%. This allowed for an additional \$800,000 of Dislocated Worker funds to be transferred into the WIA Adult programs. The reduction to the Dislocated Worker budget will be in classroom training and the contribution to the Michigan Works Service Centers. The modified Dislocated Worker Program budget totals \$2,483,089.

**DEBORAH BOUTS MOVED TO APPROVE THE PY 2014 WIA DISLOCATED WORKER PROGRAM BUDGET MODIFICATION AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

**b. Recommendation to APPROVE PY 2014 WIA Adult Budget Modification**

The transfer of \$800,000 from Dislocated Worker funds into WIA Adult programs will provide for an additional \$200,000 of Carry-in to PY 2015 to continue funding adult training programs next year. An additional \$440,000 will be used in PY 2014 for Adult Classroom training and \$160,000 will be used to support staff at the Michigan Works Service Centers. The revised PY 2014 Adult Program budget totals \$3,734,956.

**JOHN BOZYMOWSKI MOVED TO APPROVE THE PY 2014 WIA ADULT BUDGET MODIFICATION AS PRESENTED; SUPPORT BY ANN FORSTER. MOTION CARRIED UNANIMOUSLY.**

**c. Recommendation to APPROVE PY 2014 WIA Dislocated Worker National Emergency Grant Budget Modification**

The Dislocated Worker Training National Emergency Grant (NEG) which ends June 30, 2015, is one of two NEG grants that we receive from the federal government. The state recovered \$158,928 from other MWAs that could not spend their awards and allocated \$102,809 to Macomb/St. Clair. Those monies will be used to increase classroom training. The revised budget totals \$393,759.

**PETER KEATING MOVED TO APPROVE PY 2014 WIA DISLOCATED WORKER NATIONALEMERGENCY GRANT BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

**d. Recommendation to APPROVE PY 2014 Wagner-Peyser Budget Modification**

\$1,500 was added to the Employment Service budget to be used for Veterans Boot Camp Special Projects. The money was received as donations from local employers and other individuals who contributed \$250 toward sponsoring Friday lunch and daily snacks for each Employability Boot Camp session. The Employment Service budget totals \$1,487,100.

**DEBORAH BOUTS MOVED TO APPROVE PY 2014 WAGNER-PEYSER BUDGET MODIFICATION AS PRESENTED; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED UNANIMOUSLY.**

**e. Recommendation to APPROVE FY 2015 Partnership, Accountability, Training and Hope GF/GP Budget Modification**

The PATH program allocation was reduced from \$881,139 in FY 14 to \$819,002 in FY 2015 based on FY 2014 closeout information. The PATH GF/GP FY 2015 Budget totals \$720,722.

**WILLIAM PETERSON MOVED TO APPROVE FY'15 PARTNERSHIP, ACCOUNTABILITY, TRAINING AND HOPE (PATH) GF/GP BUDGET MODIFICATION AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

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**f. Recommendation to *APPROVE* Intergovernmental Transfer of Function and Responsibilities**

The agreement between the County of Macomb, the County of St. Clair and the Macomb/St. Clair Workforce Development Board identifies Macomb County as the grant recipient for both Macomb and St. Clair Counties and allows the M/SCWDB to administer funding for workforce development activities. As the grant recipient, the Macomb County CEO will make all appointments to the board. The majority of the 29 member board will come from the private sector. Non-private sector seats will be filled to comply with the requirements of WIOA. The St. Clair County Board of Commissioners will make recommendations to the Macomb County Executive to fill five of the 29 seats; three private sector, one labor and one economic development representative.

**PETER KEATING MOVED TO APPROVE INTERGOVERNMENTAL TRANSFER OF FUNCTION AND RESPONSIBILITIES AS PRESENTED; SUPPORT BY DEBORAH BOUTS. MOTION CARRIED UNANIMOUSLY.**

**g. Recommendation to *APPROVE* Three Staff Changes**

Administration made a recommendation to reclassify three staff positions; MIS Administrative Technician from Level 7 to Level 6, WIA Administrative Assistant from Level 7 to Level 6 and the Work First/PATH Administrative Assistant Technician from Level 6 to Level 5. These positions have assumed additional responsibilities due to the elimination of 2.5 staff positions over the past two years through attrition.

**WILLIAM PETERSON MOVED TO APPROVE THREE STAFF CHANGES AS PRESENTED; SUPPORT BY MARIA KOKAS. MOTION CARRIED UNANIMOUSLY.**

**h. Informational Items**

**i. Trade Adjustment Assistance (TAA) FY 2015 Expenditure Report**

Over the past four years there has been a steady decline in Trade Adjustment Assistance (TAA) expenditures, by approximately one-half each year. However this year shows that expenditures are leveling off compared to the previous year. This report shows that expenditures during October 2013 through February 2014 totaled \$687,912 vs. \$571,288 during October 2014 through February 2015.

**ii. WIA PY 2014 2<sup>nd</sup> Quarter WIA Performance Report**

A review of the 2<sup>nd</sup> Quarter WIA Adult Performance Report shows that 12 standards were exceeded, two met with incentive, two met with no incentive while one standard failed. The failed standard, Older Youth Average Earnings which is measured two quarters after the customer exits the program may be due to these customers working part-time and/or attending school. It is important that this standard be raised.

**6. Executive Director's Report**

The Macomb County Board of Commissioners awarded a plaque to the Macomb/St. Clair Workforce Development Board congratulating staff on the success of the Veterans Employability Boot Camp. The plaque was circulated for all Board members to appreciate. It will be hung on the wall in the Clinton Twp. Service Center conference room where the Boot Camp sessions are held.

Mr. Bierbusse reported on the Workforce Intelligence Network (WIN) Quarterly Report for October–December 2014. The WIN organization gathers information for Southeast Michigan showing real time data to forecast future employment trends and to determine immediate and long term career training programs that will benefit our customers.

The Top 20 Jobs in Demand list is based on actual job postings from the internet. The top job postings in Macomb County is for heavy and tractor-trailer truck drivers which rose seven spots over the 3<sup>rd</sup> and 4<sup>th</sup> quarters. Retail salespersons, registered nurses and software developers for applications have remained in the top 5 spots nearly every quarter since 2013. In St Clair County the top jobs in demand based on internet job postings are retail salespersons, childcare workers and heavy and tractor-trailer truck drivers. The report indicates that the unemployment rate is dropping in both counties. However that is somewhat misleading

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because the report also shows that the number of people who have left the workforce and are no longer looking for work has decreased causing the unemployment rate to drop.

**7. Other Business**

There was no other business.

**8. Hearing of the Public**

There was no hearing of the public.

**9. Scheduling of Next Meeting**


The next general meeting is scheduled for April 23, 2015. Members will be notified.

**10. Adjournment**

**MARY MATUJA MOVED TO ADJOURN; SUPPORT BY WILLIAM PETERSON. MOTION CARRIED.**

The meeting adjourned at 3:50 p.m.

Respectfully submitted,



Jean Wurmlinger  
Recording Secretary