

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

May 24, 2018

The Macomb/St. Clair Workforce Development Board met Thursday, May 24, 2018 at the Roseville Michigan Works Career Center with the following members present:

(☑ denotes private sector):

AT ROLL CALL:

- | | |
|-------------------|-----------------|
| ✓ Patricia Anger | ✓ Peter Keating |
| ✓ Karen Arondoski | Monika Leasure |
| Dan Casey | Valerie Nunn |
| ✓ Hannah Costello | Jim Peltier |
| Jason Dahl | Jim Sawyer |
| ✓ Jennifer Gavin | ✓ Sam Serra |
| Tanise Hill | Maria Zardis |
| ✓ Lindsey Hoover | |

MEMBERS ABSENT:

- | | |
|----------------------|-------------------|
| April Fidler | ✓ Mike Kramer |
| ✓ Ann Forster | Bill Peterson |
| ✓ Sharise Gavliniski | ✓ Danielle Reeves |
| Lee Graham | ✓ Charles Shaw |
| ✓ Carter Hitesman | Erin Smith |
| ✓ Joe Keppler | |

OTHERS PRESENT:

John Bierbusse, Executive Director
Gwen McNeal, BSBP

**Macomb/St. Clair Workforce Development Board
May 24, 2018**

1. Call to Order

Chairperson Costello called the meeting to order at 3:05 p.m.

2. Roll Call

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

3. Approval of Previous Minutes

PATRICIA ANGER MOVED TO APPROVE THE APRIL 26, 2018 MINUTES AS PRESENTED; SUPPORT BY MARIA ZARDIS. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Chairperson Costello introduced Sam Serra and Jim Peltier two new members recently appointed to the Board of Directors by County Executive Mark Hackel. Mr. Serra will represent the private sector as the General Manager of Flex N Gate in Shelby Township. Mr. Peltier from IBEW Local 58 will represent labor and is replacing Mike Moran also from IBEW Local 58 who resigned from the board upon his retirement. Both were given a warm welcome by WDB members.

5. Standing Committee Reports

A. INDIVIDUALS WITH DISABILITIES COMMITTEE

1. Meeting of May 8, 2018

a. Informational Items

i. Update on Staff Training

Staff from Macomb/St. Clair were involved in two separate disability training programs over the past year. Mr. Bierbusse reported that the trainings were held on several dates at each career center with 100% staff participation. The committee has recommended that both programs be continued for all new hires of Macomb/St. Clair staff.

a) "At Your Service"

This was an on-line assessment of staff awareness of best practices for working with customers with varying types and degrees of disabilities. While the training was meant to be done individually, it was determined that facilitating this as a group activity was more effective by encouraging feedback and sharing of information between staff.

b) Training Provided by Bureau of Services for Blind Persons (BSBP)

BSBP provided staff training free of charge for the purpose of improving the quality of services provided to persons with varying degrees of blindness. Training included a mixture of discussion and hands-on exercises by the presenters using low-vision simulation goggles.

ii. Adaptive Equipment/Software Update

Mr. Bierbusse reported to members on upgraded technology that will be put in all Michigan Works Career Centers for persons with disabilities. Nineteen-inch computer screens have replaced with twenty-seven-inch screens for easier viewing by low vision customers. The sites will also have high contrast keyboards and the trackball mouse option for customers with impaired vision. Mr. Bierbusse stated that Macomb/St. Clair continues to purchase updated software of Job Access with Speech (JAWS), a screen reader developed for computer users whose vision loss prevents them from seeing screen content or navigating with a mouse and Zoom Text, a screen magnifier tailored for low-vision users.

iii. Report on Services to the Disabled

Mr. Bierbusse discussed the Disability Summary chart showing the percentage of Michigan Works! customers who self-identify as disabled in various programs. He noted that Youth participants have a much higher

**Macomb/St. Clair Workforce Development Board
May 24, 2018**

percentage at 9.5% compared to 2.8% of employment services customers (those registering for work), 3.6% of adult customers and 1.8% of the dislocated worker population. He speculates that this is because Youth participants must have an identifiable barrier (a disability is a barrier) to become eligible for this program while other customers are looking for employment and do not want to be viewed as having a disability that might keep them from working.

B. ONE-STOP COMMITTEE

1. Meeting of May 15, 2018

a. Recommendation to Approve the Service Provider to Deliver Comprehensive Services at Five Michigan Works! Career Centers

Tanise Hill, Chair of the One-Stop Committee, reported that two quality organizations responded to the Request for Proposal to deliver career services at all of the Macomb/St. Clair Michigan Works! Career Centers. Proposals were reviewed and evaluated by administrative staff with Macomb/St. Clair Employment and Training Agency, the current provider, receiving the higher score from both evaluators. Delivery of these services will begin July 1, 2018 through June 30, 2021.

MONIKA LEASURE MOVED TO APPROVE THE SERVICE PROVIDER TO DELIVER COMPREHENSIVE SERVICES AT FIVE MICHIGAN WORKS! CAREER CENTERS; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve Infrastructure Funding Agreements

Infrastructure Funding Agreement are designed to ensure that all One-Stop partners contribute to infrastructure costs of the One-Stop delivery system. One-Stop partners include those located within our career centers and those outside partners who receive benefits from the MWA. A scale is being used throughout the state to determine the benefit amount to each outside partner. Mr. Bierbusse provided information showing the dollar amount each partner organization contributes to each career center.

DAN CASEY MOVED TO APPROVE INFRASTRUCTURE FUNDING AGREEMENTS; SUPPORT BY MONIKA LEASURE. MOTION CARRIED UNANIMOUSLY.

c. Informational Items

i. Update on Skilled Trades Training Fund (STTF)

Tanise Hill reported that a total of \$1,271,497 in STTF funding has been awarded to businesses in Macomb & St. Clair Counties. Recently Tower International of Clinton Township was awarded a grant of \$48,930 to train 60 incumbent workers and Mapal of Port Huron received \$11,200 to train 5 incumbent workers and 3 new hires.

Ms. Hill also reported that the Talent Investment Agency (TIA) will be visiting our MWA on June 26th to conduct a review of the program. reviewing files and meeting with staff and possibly some employers.

The State Legislature is introducing Bill 946 which would place the STTF program into law with the name changed to "Going Pro Talent Fund". The board will be updated on the Bill's status as it moves forward.

ii. Update on Driver Responsibility Fee Employability Skills Program

Ms. Hill reported that this program officially began on April 27th. Our staff is reporting that currently very few people have applied to have their fees waived. However, eligible individuals were contacted by the Treasury Department last week and there has been information reported on the local TV news and in newspapers so we expect to see an influx over the next few weeks as more people are made aware of the program.

**Macomb/St. Clair Workforce Development Board
May 24, 2018**

iii. Plant Closures/Mass Layoffs

Four businesses are preparing for layoffs/closures in the Macomb/St. Clair area.

Approximately 25-35 part-time employees are being affected by the June layoffs at Toy R Us in Fort Gratiot, Roseville and Sterling Heights and Babies R Us in Roseville and Sterling Heights. A worker orientation was held in Fort Gratiot on May 7th and dates are pending for the remaining locations.

Carson's at Partridge Creek in Clinton Township and Birchwood Mall in Fort Gratiot are closing with about 130 full and part-time employees affected at each store. Worker orientations are scheduled for May 18th at Partridge Creek and May 24th at Birchwood Mall with closures expected early June 2018.

Trinity Services Group, Inc, a provider of food service at the Macomb Correctional Facility in New Haven, is expecting the layoff of 120 employees within eleven facilities across the state. The TIA is coordinating efforts with the company, MDOC and Michigan Works! Agencies.

C. ADMINISTRATIVE COMMITTEE

1. Meeting of May 15, 2018

a. Recommendation to Approve PY 2018 WIOA Dislocated Worker Budget

Lindsey Hoover reported on the Dislocated Worker Program which received an allocation of \$2,259,434 for 2018. This is a 20% cut in funding from 2017. Fewer dollars will be budgeted for classroom and on-the-job training. This budget totals \$1,528,234.

DAN CASEY MOVED TO APPROVE THE PY 2018 WIOA DISLOCATED WORKER BUDGET; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve PY 2018 WIOA Adult Budget

The Adult program budget received an allocation of \$2,265,737. There will be cuts in funding for classroom training and on-the-job training. This budget totals \$2,830,037, a net loss of \$1.5 million over last year's budget

Mr. Bierbusse explained that the state has received more WIOA dollars overall but because the unemployment rate has dropped in Macomb and St. Clair Counties in contrast to the rest of the state the funding formula allows for fewer dollars allocated to Macomb/St. Clair.

PATRICIA ANGER MOVED TO APPROVE THE PY 2017 WIOA ADULT BUDGET; SUPPORT BY MONIKA LEASURE. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Approve PY 2017 WIOA Youth Budget

The Youth Program received an allocation of \$2,367,718 for PY 2018, a decrease of \$169,000 from the previous year. This budget totals \$2,440,318

PETER KEATING MOVED TO MODIFY PY 2017 WIOA YOUTH BUDGET; SUPPORT BY PATRICIA ANGER. MOTION CARRIED UNANIMOUSLY

d. Recommendation to Approve Michigan Works! Career Center Infrastructure Budgets

Infrastructure budgets are newly created budgets for shared infrastructure costs between Macomb/St. Clair MWA and partner organizations, those physically located within the centers and partner organizations who are not located within the centers but who benefit from services offered.

**Macomb/St. Clair Workforce Development Board
May 24, 2018**

Lindsey Hoover reported on the individual infrastructure budgets created for Mt. Clemens, Clinton Twp., Roseville, Warren and the Port Huron Career Center showing the amount contributed by each partner organization.

PATRICIA ANGER MOVED TO APPROVE MICHIGAN WORKS! CAREER CENTER INFRASTRUCTURE BUDGETS; SUPPORT BY KAREN ARONDOSKI. MOTION CARRIED UNANIMOUSLY

e. Recommendation to Approve PY 2018 Chafee Act Summer Youth Employment (SYEP) – Foster Care Budget

The Summer Youth Employment program aids Macomb and St. Clair County foster youth in employment opportunities and employability skills training beginning June 1st through August 31st. With the decrease in allocation for PY 2018, Macomb/St. Clair will assist five less participants in this year's program. The budget totals \$67,990.

MONIKA LEASURE MOVED TO APPROVE PY 2018 CHAFEE ACT SYEP-FOSTER CARE BUDGET; SUPPORT BY JENNIFER GAVIN. MOTION CARRIED UNANIMOUSLY

f. Recommendation to Approve FY 2018 Food Assistance Employment and Training (FAE&T) Budget

This program received a funding allocation of \$61,837 for the 4th quarter of FY 2017. Three current staff will be reassigned to assist 19-49-year-old able bodied adults without dependent children who receive food assistance in finding employment. This budget totals \$56,052. A new allocation will be received for FY 2019 beginning October 1, 2018.

PETER KEATING MOVED TO APPROVE THE FY 2018 FAE&T BUDGET; SUPPORT BY MARIA ZARDIS. MOTION CARRIED UNANIMOUSLY

g. Recommendation to Approve PY 2017 Michigan Works! Service Center Operations Budget

An additional allocation of \$85,000 was received to support service center operations bringing this modified budget to \$594,400.

PATRICIA ANGER MOVED TO APPROVE MICHIGAN WORKS! SERVICE CENTER OPERATIONS BUDGET; SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY

h. Recommendation to Approve PY 2017 Senior Community Service Employment Program (SCSEP) Budget Modification

Macomb/St. Clair received \$15,000 in additional funds from the state to be used for participant wages and fringe benefits. The total budget equals \$661,000.

MONIKA LEASURE MOVED TO APPROVE PY 2017 SCSEP BUDGET; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY

i. Recommendation to Approve WIOA Region 10 Four-Year Plan Modification

Lindsey Hoover reported that the most significant modification to this four-year plan is the composition of counties that makes up Planning Region 10. In the initial plan, St. Clair County was aligned with Region 6 and Monroe County with Planning Region 9. The change was required to adhere to WIOA rules, which do not allow a workforce development board to be divided into more than one planning region. As a result, Region 10 now includes St. Clair County and Monroe County.

**Macomb/St. Clair Workforce Development Board
May 24, 2018**

MONIKA LEASURE MOVED TO APPROVE THE WIOA REGION 10 FOUR-YEAR PLAN MODIFICATION AS PRESENTED; SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.

j. Recommendation to Approve WIOA Four-Year Local Plan Modification

This modification also reflects the new regional alignment. The newly created WIOA Region 10 expands the area of the former prosperity region 10 (Wayne, Oakland, Macomb and the City of Detroit) to include St. Clair and Monroe Counties. Data clearly confirms that St. Clair County belongs in this expanded region. 43.7% of St. Clair County workers leave the county to work in Macomb, Wayne or Oakland County.

DAN CASEY MOVED TO APPROVE THE WIOA FOUR-YEAR LOCAL PLAN MODIFICATION AS PRESENTED; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.

6. Executive Director's Report

Mr. Bierbusse asked Monika Leasure to speak to the Board on the initial meeting of the Career Educational and Advisory Council meeting that was held on May 22nd. This council will advise the WDB on career and educational related matters.

Ms. Leasure reported a good turnout for the meeting with discussion on the role & responsibility of the committee. She stated that the committee reviewed CTE/Perkins funding, implementation of the Governor's Marshall Plan, the upcoming MICareer Quest event planned for Southeast Michigan and MI Bright Future. The committee agreed to set up subcommittees to address Manufacturing, IT, Health Care and Construction career silos. They will meet in the coming months and report back to the council at the October 4, 2018 CEAC meeting.

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 **4:00 pm, Wednesday, June 27, 2018** at the **Voyageur Restaurant, St. Clair**. Members will be notified.

10. Adjournment

MARIA ZARDIS MOVED TO ADJOURN; SUPPORT BY LINDSEY HOOVER. MOTION CARRIED. The meeting adjourned at 4:10 p.m.

Respectfully submitted,



Jean Wurmlinger,
Recording Secretary