



A Private-Public Partnership Serving Kalamazoo and St. Joseph Counties
222 S. Westnedge Avenue, Kalamazoo, Michigan 49007-4628

**Workforce Development Board Executive Committee Meeting Minutes
January 3, 2008**

WDB Chair, Mary Oudsema called the meeting to order at 7:30 a.m. at Michigan Works/Upjohn Institute Office, 222 S. Westnedge Avenue, Kalamazoo, Michigan.

Members Present: Dennis Berkebile (PS), Thom Brennan (PS), Susan Einspahr (PS), Lisa Godfrey (PS), Joe Herdus (PS), Jerry Love (PS), Mary Oudsema (PS), Marilyn Potgiesser (PS)

Members Absent: Linda Marcon (PS)

MW Staff Present: Jeanne Konrad, Kathy Olsen, Craig Schreuder, Suprotik Stotz-Ghosh, Bob Straits

Guests Present: Karen Carlisle (Y.O.U./KRESA), John Davis (DHS), John Dillworth (Goodwill), Curt Mastos (HRDI), Tim McGann (LMC), Jack Mekemson (Goodwill)

WELCOME and THANK YOU

Chair Mary Oudsema expressed thanks to Jerry Love for his devoted leadership of the Workforce Development Board during the past two years. A formal transfer of leadership will take place at the February Board meeting.

APPROVAL OF MINUTES

Motion made by Thom Brennan and supported by Jerry Love to approve the WDB meeting minutes of December 6, 2007. Motion carried.

STAFF REPORTS

Workforce Development Plan – Craig Schreuder requested Board consideration and approval of the Michigan Works Two-Year Comprehensive Plan for Workforce Investment Act (WIA) Adult, Dislocated Worker and Youth Programs. He reported the plan is a non-financial long-range plan intended to provide the foundation for the programs and services offered under the Workforce Investment Act within the Kalamazoo and St. Joseph Counties Michigan Works Area.

Motion made by Lisa Godfrey and supported by Jerry Love to approve the Two-year Comprehensive Plan for Workforce Investment Act Adult, Dislocated Worker and Youth Programs in the Kalamazoo-St. Joseph Michigan Works Area. Motion carried.

Workforce Development Policies – None.

Program Status Report – Suprotik Stotz-Ghosh presented a second draft format for reporting monthly program information to the Board. Programs were broken down into three categories: core programs, special initiatives, and value added activities. Members suggested a couple of changes to the layout that would provide clarity. Suprotik reported that a report with data through December 31, 2007 will be provided at the February Board meeting

Legislative Update – Bob Straits reported there is a new initiative under development targeted for training to prepare minorities, females and low-income individuals for employment in road construction jobs. Department of Transportation dollars would be used to fund this initiative. Three Michigan Works Areas were selected to run **Road Construction Apprenticeships Readiness (RCAR) training** pilots. The pilot in the Detroit area will train 40 individuals and the pilots in the Saginaw and Kalamazoo areas will each train 20. Faith based organizations are committed to helping with the recruiting efforts. The Kalamazoo area includes southwest Michigan and other Michigan Works areas will also be involved in the recruiting efforts.

There was no new funding allocated for the **No Worker Left Behind (NWLB)** initiative and existing program dollars that are being used for training are considered NWLB funding. When WIA funds are used for the training, the participant is included in the WIA performance. Weekly orientations are held at the service centers and attendance averages 25 per week at the Kalamazoo Service Center and 10 per week at the Three Rivers Service Center.

COMMITTEE REPORTS

Executive Committee – The agenda for the February Workforce Development Board’s quarterly meeting will include recognition of local alumni nominees and a presentation from the Kalamazoo-St. Joseph Business Services Team. Kathy Olsen reported a presentation on Workkeys was recently added to the agenda.

Monitoring and Evaluation Committee – Dennis Berkebile reported the Monitoring and Evaluation Committee did not meet during the month of December.

Marketing Committee – Kathy Olsen reported the annual Michigan Works Alumni Celebration will be held in Lansing at the end of January and as reported earlier in the meeting, local nominees will be recognized at the February 7, 2008 Workforce Development Board meeting. A new brochure to promote employer services and a winter issue of the Kalamazoo-St. Joseph Michigan Works newsletter are both under development.

OLD BUSINESS – None.

MEMBER’S TIME – Dennis Berkebile announced the Chamber is hosting two meetings at the Park Club with legislature representatives. The first is with Senator Carl Levin at 7:30 a.m. on January 14, 2008; and the other is with Congressman Fred Upton at 8:00 a.m. on February 18, 2008.

CITIZEN’S TIME – None.

NEXT MEETING – The next combined Executive Committee and full WDB meeting is scheduled for Thursday, February 7, 2008 from 8:00 a.m. to 9:30 a.m. at the W.E. Upjohn Institute for Employment Research. The next Monitoring and Evaluation Committee meeting is scheduled from 7:30 – 9:30 a.m. on Thursday, January 17, 2008 at Youth Opportunities Unlimited office in Kalamazoo.

ADJOURNMENT – With no further business to discuss the meeting was adjourned at 8:05 a.m.

Robert A. Straits

Date

Mary Oudsema

Date