



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 7, 2010**

WDB Chair, Dennis Berkebile, called the meeting to order at 7:30 a.m. at the W. E. Upjohn Institute, 300 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), Barry Visel (PS)

Members Absent: None

Other WDB Members Present: Ian Kennedy

MW Staff Present: Ben Damerow, Jeanne Konrad, Kathy Olsen, Kara Stewart, Supprotik Stotz-Ghosh, Bob Straits

Service Providers: Curt Mastos (M-HRDI), Tim McGann (LMC), Dolly Roselip (KRESA/YOU)

APPROVAL OF MINUTES

Motion made by Lisa Godfrey and supported by Barry Visel to approve the Workforce Development Board meeting minutes of December 3, 2009. Motion carried.

STAFF REPORTS

Plans - Kara Stewart reported the St. Joseph County Department of Human Services has agreed to transfer \$15,000 to the Kalamazoo-St. Joseph Michigan Works Area for the support of employment-related supportive services for Family Independence Program clients who are residents of St. Joseph County. The funds are available for a period October 1, 2009 through August 31, 2010. She requested board consideration and approval of the process to transfer the funds.

Motion made by Lisa Godfrey and supported by Thom Brennan to approve the planned process to transfer \$15,000 from the St. Joseph County Department of Human Services to the Kalamazoo-St. Joseph Michigan Works Area for the support of employment-related supportive services for Family Independence Program clients. Motion carried.

WDB Policies - Jeanne Konrad requested Board consideration and approval of revisions to two Board policies. She reported changes made to WDB Policy 13 – Individual Training Account (ITA) System and WDB Policy 19 – Participant Attendance and Satisfactory Progress in Training Activities were to incorporate changes to ensure conformity with the new Trade Act and to update the name of the state agency to the Michigan Department of Energy, Labor and Economic Growth. WDB policy 13 also included an increase in the annual tuition cap from \$12,000 to \$15,000 and allows for training waivers for the entire length of the training program instead of each semester. Other changes to WDB policy 19 were to include language to address satisfactory progress in training programs so that it is in compliance with the Trade Program.

Motion made by Joe Herdus and supported by Thom Brennan to approve WDB policy 13 Revision 02 – Individual Training Account (ITA) System. Motion carried.

Motion made by Lisa Godfrey and supported by Thom Brennan to approve WDB policy 19 Revision 01 – Participant Attendance and Satisfactory Progress in Training Activities. Motion carried.

Request for Proposal (RFP) Update – Kara Stewart reported one proposal was received from Michigan Human Resources Development, Inc. (M-HRDI) in response to the Road Construction Apprenticeship Readiness (RCAR) RFP. Although a training agreement was not received to formally authorize spending the funds, both verbal and email confirmation was provided to notify the MWA that the funding was available to implement the program. Kara reported Kathy Olsen worked diligently with M-HRDI to get everything in place to begin the RCAR training as early as January 11 in order that the training will be completed prior to the start of the 2010 road construction hiring season. Kathy reported over 200 individuals expressed an interest and Employment Services staff were instrumental in getting applicants through the application and testing process.

Discussion pertaining to local programs and new initiatives followed. Board members expressed their concerns regarding the delays the local workforce system is experiencing in receiving official authorization to spend funds.

Motion made by Barry Visel and supported by Susan Einspahr to send a letter to the Michigan Department of Energy, Labor and Economic Growth to express the Board's concerns regarding the delays in approving funding for new initiatives and programs and the effect this has on the local workforce system. Motion carried.

Program Status Report - Suprotik Stotz-Ghosh reported the Program Status Report includes data through November 30, 2009. Employment rates for Workforce Investment Act Programs were reported to be slightly lower than the established goals. Contract goals for the Jobs, Education and Training (JET) Program were recently added to the report. Tim McGann reported the JET retention rate is measured through 180 days of employment. Many of the participants enrolled in JET were either carried over from the previous service provider or enrolled after October 1 and have not yet reached 180 days of employment. Tim reported the strategy used by JET staff is to start off engaging the participants in a week of learning basic skills such as resume writing, interviewing, communication and job search. Participants are also required to be involved in a number of job preparation workshops at Michigan Works service centers. Business Services staff focus on identifying job openings and informing employers about the Work Opportunity Tax Credit (WOTC). Participants who are unsuccessful in retaining employment are required to attend a retention workshop to learn what they need to do differently.

Legislative Update - Bob Straits reported at the State level, there has been recent activity regarding a number of new initiatives. Additionally, there has been an increase in federal dollars designated for the State; however, official notice is pending for some of the funds. There have been changes in some of the State departments. Both the Department of Human Services and the Department of Corrections are experiencing a change a leadership. At the federal level, there has been recent activity on a couple of Bills. Components of the Jobs Bill, also known as the reauthorization of the Workforce Investment Act, will affect current workforce development programs. This Bill retains the concept of the Private Industry Councils with a private sector majority on the Board. A supplemental Bill titled the Jobs for Main Street Act was passed by the U.S. House of Representatives. Funding would be allocated to States by formula and includes \$500 million for a summer youth employment program and \$760 million for competitive job training grants. Republican representatives tend to support more local control of workforce development programs while the democrats tend to maintain control through competitive grants.

COMMITTEE REPORTS

Monitoring and Evaluation Committee - Barry Visel reported the Monitoring and Evaluation Committee did not meet during the month of December and therefore there was no report.

Marketing Committee - Kathy Olsen reported two community meetings were held to recruit individuals for the Road Construction Apprenticeship Readiness (RCAR) training. Approximately twenty-five people attended the first event and over two hundred attended the second event. The increase in attendance was a direct result of both a newspaper article and a television news story. The annual Michigan Works Association Alumni Awards is scheduled for Tuesday, January 26, 2010 in Lansing. A graduation luncheon was held in December at Glen Oaks Community College for the first Energy Auditor class in the Kalamazoo-St. Joseph Michigan Works Area. The classroom training was funded by the Recovery Act. The event was sponsored by three energy companies and Amy Butler from MDELEG was the guest speaker. Graduates attended a job fair immediately after the graduation event.

MEMBERS TIME

Kathy Olsen reported Craig Schreuder continues his rehabilitation at Borgess Woodbridge Center and at home. He is enjoying spending time with his grandchildren and recently celebrated a birthday.

Suprotik Stotz-Ghosh introduced new member, Ian Kennedy.

NEXT MEETINGS

The next meeting of the full Workforce Development Board is scheduled for Thursday, February 4, 2010 at 8:00 a.m. at the Upjohn Institute. Kathy Olsen reported local Alumni Award nominees will be recognized at this Board meeting. Suprotik Stotz-Ghosh reported the program for the meeting will include a panel that will discuss the topic of talent attraction and retention. The next Monitoring and Evaluation Committee meeting is scheduled for Thursday, January 21, 2010 at 3:30 p.m. at the Youth Opportunities Unlimited Office, 422 E. South Street, Kalamazoo, Michigan.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 8:10 a.m.

Kathy Olsen

Date

Dennis Berkebile

Date