



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

Workforce Development Board Meeting Minutes February 7, 2008

WDB Chair, Mary Oudsema called the meeting to order at 8:03 a.m. at W. E. Upjohn Institute for Employment Research, 300 S. Westnedge Avenue, Kalamazoo, Michigan.

Members Present: Rick Anderson (Labor), Robin Baker (At-Large), Dennis Berkebile (PS), Thom Brennan (PS), Diane Donovan (PS), Don Edgerly (PS), Margaret Gagen (CBO), Lisa Godfrey (PS), Jim Harrington (Educ), Margie Hojara-Hadsell (MRS), Ellen Kisinger-Rothi (CBO), Jerry Love (PS), Omar Alston (For Kim Luther [DOC]), Linda Marcon (PS), Mary Oudsema (PS), Marilyn Potgiesser (PS), Casey Putnam (Educ), Steward Sandstrom (PS), Jack Urban (At-Large)

Members Absent: David Allen (PS), Cathi Annis (Econ Dev), Susan Einspahr (PS), Bill Farmer (Labor), Erv Heidbrink (Labor), Joe Herdus (PS), Chris Kadulski (DHS), Shelby Meyer (PS), Armando Romero (PS), Barry Visel (PS)

MW Staff Present: Petra Kieffer, Kathy Olsen, Kristi Potts, Craig Schreuder, Kara Stewart, Suprotik Stotz-Ghosh, Bob Straits, Jim Walters

Guests Present: Monika Baker (Amer Metal Fab), Karen Carlisle (Y.O.U./KRESA), John Davis (DHS), John Dillworth (Goodwill), Ron Fuller (KRESA), Bob Harrison (LMC), Ernie Howard (M-HRDI), Tim McGann (LMC), Jack Mekemson (Goodwill), Kenneth Nichols (Goodwill), Dolly Roselip (Y.O.U./KRESA), Lisa Smith (Y.O.U./KRESA), Cincy Sullivan (Y.O.U./KRESA), Bridget Timmeney (WEUI), Leann Ventrone (M-HRDI), Lou Ellen Westover (Amer Metal Fab)

RECOGNITIONS

Alumni Nominees – On behalf of the Kalamazoo-St. Joseph Workforce Development Board, Chair, Mary Oudsema presented plaques to six individuals who were nominated for the Michigan Works! Association's annual Outstanding Alumni Award. Recipients and their employers were: Mr. Cecil Bates, Hansen Collision; Monika Baker, American Metal Fab; Corporal Jordan E. Goode (awarded posthumously), United State Army; Alexis May, Polar Environment West Services; Kristen Maze, Diversified Financial Concepts; and Michael Padley, McDonald's Restaurant and Western Michigan University. Service provider staff accepted the awards on behalf of the recipients who were unable to attend the meeting. Kathy Olsen reported Cecil Bates was selected from the six nominees to represent the Kalamazoo-St. Joseph Michigan Works! Area for the Association's award. Chair, Mary Oudsema gave recognition to Mr. Bates for this accomplishment. Kathy Olsen reported Mr. Bates was also recognized at the Association's Alumni of the Year Award ceremony on January 30, 2008 at the Michigan State Capitol.

Outgoing Chair – Mary Oudsema presented a plaque to outgoing chair, Jerry Love in recognition of his distinguished and devoted service as 2006 and 2007 chairperson of the Kalamazoo-St. Joseph Workforce Development Board.

GUEST SPEAKERS –

ACT / WorkKeys (National Career Readiness Certificate) – Due to inclement weather, Mr. Steve Anderson was unable to attend the meeting.

Michigan Works Business Services Team – Suprotik Stotz-Ghosh reported the Kalamazoo-St. Joseph Michigan Works Area is using a Business Services Team Concept as a new strategy to move workforce development programs to a more demand-driven system and to provide greater value to our customers, both job seekers and businesses. Three key features of this approach include a focus on business as the driver and primary customer, a team of workforce development professionals committed to relationship development with businesses, and strategic collaboration with regional economic development and education partners to provide business solutions to businesses. Initial outcomes include an increased knowledge among workforce development professional staff in regard to available resources for business solutions and strengthened relationships with regional business solution providers. This in turn will lead to improved relationships with the private sector. Longer term outcomes include: increased regional wealth through human development, economic development and community development; and increased job satisfaction among workforce development staff as a result

of increased sense of purpose, improved work atmosphere, and increased sense of community connectedness. Karen Carlisle reported this approach helps to minimize duplication of services and lessens confusion to employers. Suprotik reported some staff previously completed a Business Services Professional training class at Michigan State University. Additional staff are currently enrolled in the training. Technical assistance is available to the staff on an on-going basis. Examples of business services proposals previously completed in partnership with local economic developers were provided at the meeting.

APPROVAL OF MINUTES

Motion made by Margie Hojara-Hadsell and supported by Marilyn Potgiesser to approve the WDB meeting minutes of November 1, 2007. Motion carried.

Motion made by Marilyn Potgiesser and supported by Dennis Berkebile to approve the WDB Executive Committee meeting minutes of January 3, 2008. Motion carried.

STAFF REPORTS

Workforce Development Plans – Craig Schreuder requested Board consideration and approval of two program plans. He reported the **Michigan Works System Administrative Plan** is a non-financial administrative document that incorporates a range of forms, certifications, stipulations, and administrative procedures applicable for all programs funded through the Michigan Department of Labor and Economic Growth (MDLEG).

Motion made by Marilyn Potgiesser and supported by Jerry Love to approve the Michigan Works System Administrative Plan. Motion carried.

Craig Schreuder also reported the Michigan Department of Labor and Economic Growth (MDLEG) announced the award of \$292,500 in federal highway administration/Michigan Department of Transportation funding to the Kalamazoo-St. Joseph Workforce Development Board for the implementation of the Southwest Michigan **Road Construction Apprenticeship Readiness (RCAR) Program**. The purpose of this program is to create a pool of individuals (20 from southwest Michigan) who are minority, female, or economically disadvantaged with proven readiness to enter road construction apprenticeships. Participants must also be 18 years old or older, have a high school diploma or GED, and pass the entrance assessment. Faith-based and community-based organizations will be assisting with the recruitment efforts in the southwest Michigan area that covers nine counties. The One-Stop service provider will be responsible for applicant assessments and eligibility determination. Training related supportive services and stipends will be provided for individuals during the 5-week training period.

Motion made by Margie Hojara-Hadsell and supported by Jerry Love to approve the Road Construction Apprenticeship Readiness Plan. Ayes 17, Nays 2, motion carried.

Workforce Development Program Policies – None.

Program Status Report – Suprotik Stotz-Ghosh distributed the Program Status Report for activities through December 31, 2007. The report included outcomes for core employment and training programs and special initiatives that involve collaborating with other systems to increase employment and provide support to families. One member requested that program demographics be provided quarterly.

Legislative Update – Bob Straits reported the U.S. Department of Labor has identified unexpended funds and a rescission has been authorized to recover those funds. For the program year that begins July 1, a 2% reduction in Workforce Investment Act funding is expected. At the State level there are no new funds for the Governor's No Worker Left Behind (NWLB) initiative. Existing funds are used to enroll participants in training and they are classified as NWLB participants. The Governor is requesting 40 million in the new budget to fund this effort. Funds for the RCAR Program have not been released due to an ongoing debate between MDOT and MDLEG to resolve some issues. However, funds are expected to be released in the immediate future.

COMMITTEE REPORTS

Executive Committee – None.

Monitoring and Evaluation Committee – Dennis Berkebile reported the Monitoring and Evaluation Committee reviewed the Youth Program and services during the month of January. The youth have a variety of certificate opportunities, educational services and supportive services available to them. Seven participants were interviewed and all of them indicated participating in the youth program at Y.O.U. has made a difference in their lives. The Committee found that the Youth service provider is doing an excellent job in providing services. The Committee is also working with all of the service providers to address barriers encountered during the delivery of programs and services. The Committee is evaluating how to assist service providers with the continuous improvement process and how to make a better usage of the available funding.

Marketing Committee –Copies of the Michigan Works Association’s 2008 Alumni Celebration Program were shared with those present at the meeting.

NEW BUSINESS – None.

MEMBER’S TIME – Margie Hojara-Hadsell reported she recently received a promotion and will be working out of the Lansing office.

Steward Sandstrom reported the Kalamazoo Area Chamber of Commerce is collecting signatures for a ballot proposal to move to a part-time legislature in Michigan. Additional information can be obtained at kazoochamber.com.

CITIZEN’S TIME – None.

NEXT MEETING –The next combined Executive Committee and full WDB meeting is scheduled for Thursday, May 1, 2008 from 8:00 a.m. to 9:30 a.m. at a location in St. Joseph County. The next Monitoring and Evaluation Committee meeting is scheduled from 7:30 – 9:30 a.m. on Thursday, February 21 at the Michigan Works Service Center in Kalamazoo. The next Executive Committee meeting is scheduled for Thursday, March 6, 2008 at 7:30 a.m. at the Upjohn Institute/Michigan Works office in Kalamazoo.

ADJOURNMENT – With no further business to discuss the meeting was adjourned at 9:20 a.m.

Robert A. Straits

Date

Mary Oudsema

Date