



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

June 2, 2005

-Corrected-

WDB Chair, Thom Brennan called the meeting to order at 7:35 a.m. at Michigan Works!/Upjohn Institute, 222 S. Westnedge Avenue, Kalamazoo, Michigan.

Members Present: Thom Brennan (PS), Tom Drabik (PS), Susan Einspahr (PS), Lisa Godfrey (PS), Joe Herdus (PS), Myra Johnson (PS), Jerry Love (PS), Mary Oudsema (PS), Pat Pangburn (PS), Marilyn Potgiesser (PS), Suprotik Stotz-Ghosh (CBO).
Membership 11, Attendance-11 (100%), PS-10 (91%)

Other WDB Members Present: Armando Romero (PS)

MW Staff Present: Kathy Olsen, Craig Schreuder, Kara Stewart, Bob Straits

Guests Present: Karen Carlisle (ETC), John Davis (DHS), Jack Mekemson (Goodwill), Cincy Sullivan (ETC), Dolly Roselip (ETC)

I. Approval of Minutes

Motion made by Marilyn Potgiesser and supported by Susan Einspahr to approve the Workforce Development Board Executive Committee meeting minutes of March 10, 2005. Motion carried.

II. Youth Request for Proposal (RFP) Presentation – A written response to the Committee’s request for further clarification of the WIA Youth RFP previously submitted by KRESA/ETC was included in the agenda packet. ETC staff, Karen Carlisle, Dolly Roselip and Cincy Sullivan attended the Executive Committee meeting and gave an oral presentation to the Committee. The presentation included specific examples of some of the youth currently receiving services. ETC staff reported many of the youth being served come into the program with a variety of issues and barriers that need to be addressed. This includes older youth helping to raise younger siblings, youth who are deficient in basic skills, youth behind in school credits needed for graduation, unstable housing, drug abuse, etc. Staff conduct outreach to youth at area schools, school counselors, mentoring programs, and many community agencies that work with the youth population. One of the main criteria for an individual to be enrolled in the program is their willingness to participate. Early in the process, a meeting takes place with the youth participant and his/her counselor. During this meeting, ETC staff explain all options regarding services that are available, as well as the attendance and program requirements of the individual and the individual’s family. An individual plan is developed that is best suited for each participant. Case Managers work closely with school counselors and job site supervisors. ETC reported that a major obstacle to providing services is the vast amount of paperwork that is required. Suprotik Stotz-Ghosh stated there is some work being done at the local level in an attempt to bring about changes in State policy and he requested that ETC staff submit any suggestions they may have to him in writing. Dolly reported the software program, NovaNet, is being used to assist with school credit recovery and the computer lab is being updated so that the availability of NovaNet will be increased. Karen reported she is focusing on reaching out to area employers in St. Joseph County for more work experience opportunities. Cincy also reported she focuses on improving employment opportunities for youth and asked Board members to help tell their success stories, promote youth employment, and inform ETC staff of any job openings targeted for youth.

III. Committee Reports

A. Executive Committee

1. Work First Request for Proposal – Kara Stewart reported MW staff expect to release the Work First RFP late June and requested that the RFP Evaluation Committee meet on August 4 immediately after the Executive Committee meeting.

B. Monitoring and Evaluation Committee – Myra Johnson reported the Monitoring and Evaluation Committee met in May to discuss the Committee’s focus. Committee members agreed to concentrate on a few key areas with each subcontractor to improve the quality of services provided and create a more seamless system for our customers. Overall, the committee felt the subcontractors do a good job in providing services. Members will be asking the subcontractors to concentrate on customer service and retention methods along with focusing on providing services in a more seamless manner. Members agreed to use the June Monitoring and Evaluation Committee meeting as an opportunity to hold a focus group with employers using MW Employment Services.

C. Marketing Committee – Mary Oudsema reported Kalamazoo-St. Joseph MW participated in the Kalamazoo Regional Chamber of Commerce Business Expo. This year’s event was held at the Cole Motor Mall near I-94 and Portage Road. The attendance was fairly good; however parking was an issue. Kathy Olsen reported on the Governor’s Michigan Opportunity Partnership Campaign. Currently Employment Services staff are entering contacts made with employers into the MIS System and also into a separate Employer Tracking System (ETS) that was specifically created for tracking progress of the campaign’s success. Kathy asked the Marketing Committee members to stay after the Executive Committee meeting to review billboard designs. Kathy also reported she is serving on a Statewide MW Marketing Committee that is working on ways to provide a uniform message regarding Michigan Works and sharing best practices among the Michigan Works Agencies.

IV. Staff Reports - Bob Straits reported a new *Workforce Investment Act* is expected, however not before July 1. Most likely there will also be new *Welfare Reform* legislation that is very different from the current Work First Program. The proposed Welfare Reform legislation calls for an increased focus on up-front assessments and many individuals would be deferred to other programs. The *Regional Skill Alliance* is moving forward. KVCC and Bronson Healthcare submitted a proposal for a large grant that, if awarded, would be used to improve local capacity to increase the number of respiratory therapists. This is a competitive bid and KVCC and Bronson are providing match dollars as part of the proposal. A number of employers have committed to being involved with the *Model Workforce Development Program* and the Model’s Task Force Committee is aiming for a January 1, 2006 implementation date. The Task Force is exploring the possibility of additional grants for funding and Dave McDaniel from Arco is chairing the Model Program’s Employer Committee. The *Michigan Prisoner Re-Entry Program* focuses on working with prisoners prior to their release and connecting them to needed resources once they return to the community. Statistics indicated if assistance is provided during the first six months, the chance of success greatly increases. Both Goodwill Industries and Employment and Training Connections will be involved in providing services and staff from both agencies are currently working on transition teams. It would be helpful if the Department of Human Services could be involved, however the reality is that most of the individuals served under this initiative would not be eligible for public assistance. Plans are to hire a coordinator, most likely through Kalamazoo County’s Criminal Justice System. At present time, no funding has been awarded to this area.

V. Member Time – John Davis announced a press conference to promote the DO Campaign, sponsored by the American Heart Association, will be held later today. The Kalamazoo County Commissioners issued a proclamation that promotes more individuals being involved in improving their own physical and mental health. The Southwest Michigan Healthcare Coalition was contacted.

VI. Next Meeting - The next Executive Committee meeting is scheduled for Thursday, July 7, 2005 at 7:30 a.m. at Michigan Works/Upjohn Institute.

VII. Adjournment – With no further business to discuss the meeting was adjourned at 8:50 a.m.

Robert A. Straits _____ Date

Thom Brennan _____ Date