



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

**Workforce Development Board Meeting Minutes
November 3, 2005**

WDB Chair, Thom Brennan called the meeting to order at 8:05 a.m. at the Upjohn Institute for Employment Research, 300 S. Westnedge Avenue, Kalamazoo, Michigan.

Members Present: David Allen (Econ Dev), Robin Baker (At-Large), Dennis Berkebile (PS), Thom Brennan (PS), Diana DeGraaf (PS), Tom Drabik (PS), Susan Einspahr (PS), Lisa Godfrey (PS), Jim Harrington (PS), Joe Herdus (PS), Margie Hojara-Hadsell (MRS), Ellen Kisinger-Rothi (CBO), Myra Johnson (PS), Marilyn Potgiesser (PS), Bernie Stankewicz (Educ) [Membership 25, Attendance-15 (60%), PS-10 (67%)]

Members Absent: Rick Anderson (Labor), John Boss (Labor), Diane Donovan (PS), Erv Heidbrink (Labor), Chris Kadulski (DHS), Jerry Love (PS), Linda Marcon (PS), Mary Oudsema (PS), Armando Romero (PS), Suprotik Stotz-Ghosh (CBO)

MW Staff Present: Jeanne Konrad, Barbara Newhouse, Kathy Olsen, Craig Schreuder, Jan Smith, Kara Stewart, Bridget Timmeney

Guests Present: JoAnn Bailey (WSDC), John Davis (DHS), John Dillworth (Goodwill), Jill Hess (Heritage), Dave Jackson (US DOL), Curt Mastos (HRDI), Tim McGann (LMC), Jack Mekemson (Goodwill), Dick Overton (US DOL), Dolly Roselip (Y.O.U.), Terri Vought (Y.O.U.), Bob Walck (LMC)

I. Approval of Minutes

Motion made by Susan Einspahr and supported by Margie Hojara-Hadsell to approve the WDB/EAG meeting notes of September 8, 2005. Motion carried.

Motion made by Marilyn Potgiesser and supported by Joe Herdus to approve the WDB Executive Committee Meeting minutes of October 6, 2005. Motion carried.

II. Presentation: Michigan Healthcare Apprenticeship Program

Dave Jackson, Bureau of Apprenticeship Training, U.S. Dept. of Labor

Jan Smith introduced Jeanne Konrad who was recently hired as the Coordinator for the Healthcare Apprenticeship Program. Jeanne introduced Dave Jackson who gave a presentation on Healthcare Apprenticeships. His presentation covered issues such as recruitment and retention, career appeal, education and training, funding, flexibility of classes, and workforce diversity. Dave indicated that in order to meet the increasing demand for new healthcare workers it will be important to steer unemployed and underemployed individuals toward healthcare careers. Dave reported the Council for Adult and Experiential Learning (CAEL) model, which uses a career lattice approach, has proven to be effective and this year it is being expanded to four new states that includes Michigan. The model has been proven to reduce turnover and to improve the quality of care, uses cost effective methods, and has increased diversity of individuals in healthcare careers. The apprenticeship program is employer led, with employers making the decisions as to training institutions used and developing the training program. The apprenticeship program also allows for internal education beginning at multiple levels.

III. Committee Reports

A. Executive Committee

1. **Plans** – Craig Schreuder requested Board consideration and approval of the 2006-00 Work First Plan, the 2006-00 Food Assistance Program and Support Services Plan, and the 2006-00 Trade Adjustment Assistance (TAA) Plan. He reported the State is currently reviewing Work First legislation and there may be some changes in program design later in the program year; however significant changes are not expected until June 2006. Participation in the Food Assistance and Supportive Services Program is low because the State of Michigan applied for and received a waiver that makes participation in the program voluntary for individuals who receive food assistance. The Trade Adjustment Assistance is based on the needs of those individuals from companies that are certified for Trade assistance. As we enroll more participants, additional funds will be requested.

Motion made by Lisa Godfrey and supported by Joe Herdus to approve the 2006-00 Work First Plan, the 2006-00 Food Assistance Program and Support Services Plan, and the 2006-00 Trade Adjustment Assistance (TAA) Plan. Motion carried.

2. **Program Guideline Statements** – Craig Schreuder presented Program Guideline Statement 2005-10 Conflict of Interest and 2005-22 Nepotism to the Board for approval.

Motion made by Lisa Godfrey and supported by Susan Einspahr to table Program Guideline Statements 2005-10 Conflict of Interest and 2005-22 Nepotism until the next Executive Committee meeting. Motion carried.

B. Monitoring and Evaluation Committee – Kathy Olsen reported the Monitoring and Evaluation Committee reviewed the WIA Dislocated Worker Program and the Career Opportunities/Job Club activity for dislocated workers during the month of October. The participants interviewed had many positive comments regarding their experience in the program and found staff to be very helpful. The committee was satisfied with the dislocated worker program and was impressed with what is being accomplished in the Career Opportunities / Job Club workshops.

C. Marketing Committee – Kathy Olsen reported the annual report was mailed during the month of October. Additional copies were available at the meeting. Kathy announced the MW Association recently completed a brochure titled “Michigan Works! 25 Agencies – One System.” The brochure provides a snapshot of the services delivered and people served in the 25 regions served by each Michigan Works! Agency. A copy will be mailed to each board member in the near future. Kathy reported a number of nominations were received for the Kalamazoo-St. Joseph MWA nomination for the annual Alumni Award. The nominations were reviewed and staff recommended forwarding the nomination of Michele O’Connell to the MW Association as the Kalamazoo-St. Joseph MWA 2006 Alumni representative.

Motion made by Marilyn Potgiesser and supported by Bernie Stankewicz to approve the nomination of Michele O’Connell as the Kalamazoo-St. Joseph Alumni Award nomination for 2006. Motion carried.

IV. Staff Reports – Craig Schreuder reported program performance is on target for the current year and goals for the Welfare Reform Programs that ended September 30, 2005 were achieved. The job seeker and employer data gathered for the monthly report is being reviewed by staff for accuracy. The reauthorization of the Workforce Investment Act and Welfare Reform is still pending legislation. The RFP for the Michigan Prisoner ReEntry Initiative will be released in approximately two weeks.

V. Member Time – Bernie Stankewicz announced that Dr. Jay Newman will be retiring on June 30, 2006. He reported Dr. Newman is the only ISD Superintendent serving on a State Committee to restructure high school curriculum.

Dennis Berkebile reported Consumers Energy is working diligently to get the message out to the public regarding safe use of energy in the home, how to save energy, and assistance that is available to those in need of additional finances to pay their energy bills. Dennis stated that he is available to speak to groups and anyone interested should contact him.

VI. Citizen’s Time - John Davis announced DHS will again be sponsoring a holiday assistance program for the needy and he encouraged organizations and individuals to adopt a family at Thanksgiving and/or Christmas. Anyone interested should contact him at the DHS office.

Jack Mekemson requested local recognition of all the nominees submitted for the annual Alumni Award. Kathy Olsen reported the Committee plans to recognize them locally after the State event is held.

VII. Next Meeting - The next Executive Committee meeting is scheduled for Thursday, December 1, 2005 at 7:30 a.m. at the Michigan Works! Service Center in Kalamazoo. The next full Board meeting and annual planning session is scheduled for Thursday, February 2, 2005 at a location to be announced.

VIII. Adjournment – With no further business to discuss the meeting was adjourned at 9:10 a.m.