



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

**Workforce Development Board and
Workforce Development Board Executive Committee Meeting Notes
November 4, 2004**

WDB Chair, Thom Brennan called the meeting to order at 8:07 a.m. at the Three Rivers Community Center, 103 S. Douglas Avenue, Three Rivers, Michigan.

WDB Members Present: Robin Baker (At-Large), Dennis Berkebile (PS), Thom Brennan (PS), Susan Einspahr (PS), Myra Johnson (PS), Jerry Love (PS), Marilyn Potgiesser (PS), Bernie Stankewicz (Educ), Suprotik Stotz-Ghosh (CBO). Membership 27, Attendance-9 (33%), PS-6 (67%)

MW Staff Present: Kathy Olsen, Craig Schreuder, Kara Stewart, Bob Straits, John Sullivan, Bridget Timmeney, Jim Walters, Linda Whitlock

Guests Present: Ramie Almeda (Kalamazoo Office of Prosecuting Attorney), Karen Carlisle (ETC), John Davis (FIA), Ella Fabel-Ryder (CCR), Donna Hephner (MDOC), Curt Mastos (HRDI), Tim McGann (LCISD), Jack Mekemson (Goodwill), Nancy Percival (ETC), Brian Poynter (LCISD, Cincy Sullivan (ETC), Milton Wells (Project Return), Tammy Woodhams (Kalamazoo Criminal Justice Committee)

I. Approval of Minutes

Motion made by Marilyn Potgiesser and supported by Jerry Love to approve the WDB Executive Committee meeting minutes of October 7, 2004. Motion carried.

Motion made by Bernie Stankewicz and supported by Susan Einspahr to approve the WDB Executive Committee/Full WDB meeting minutes of September 2, 2004. Motion carried.

II. Committee Reports

A. Executive Committee – Craig Schreuder reported the plans being submitted for Board approval were similar to last year with new funding allocations. Funding for the Work First Program is from three different funding sources and was reduced by several thousand dollars. Eligibility for participation in the Food Assistance Program was extended to one year, the plan identifies that fifty individuals will be served and funding is slightly less than last year. Funds earmarked for Service Center Operations will be used to assist with the data validation and information process, coordination of service center facilities and partners, and marketing. Funds included in the Trade Act Assistance Plan will be used to support twelve individuals currently enrolled in the program.

Motion made by Jerry Love and supported by Susan Einspahr to approve the Work First 2005-0 FY05 Plan, the Food Assistance Employment and Training Program Plan 2005-00 FY05, the MW Service Center Operations Plan 2005-0 FY00, and the Trade Adjustment Assistance (TAA) Program Plan 2005-00 FY05. Motion carried.

B. Monitoring and Evaluation Committee – Suprotik Stotz-Ghosh reported the Monitoring and Evaluation Committee reviewed the Dislocated Worker Program and services in October. The committee found that HRDI has done a good job in broadening outreach. As a result, actual performance improved and came closer to meeting contract goals for the program year that ended June 30, 2004. The participants interviewed during the committee's visit all expressed satisfaction with the program and services.

C. Marketing Committee – Kathy Olsen reported MW Employment Services held an open house during the evening of Thursday, October 21. The event was a Kalamazoo Regional Chamber of Commerce After Hours event and was well attended. The following day an open house for the general public was held. The 2003-04 annual report was mailed during the month of October. A new brochure describing programs and services available through Michigan Works was distributed to all Kalamazoo-St. Joseph subcontractors. Extra copies of the annual report and MW brochures were made available to individuals in attendance at the meeting. Kathy announced that the Kalamazoo Service Center is hosting a Career Fair for Direct Care workers on Wednesday, November 10, 2004 from 2:00-6:00 p.m. Kathy requested Board approval to nominate Jacqueline Fry to represent the Kalamazoo-St. Joseph MWA at the Michigan Works! Association's Annual Alumni

Celebration scheduled to be held in January 2005. She reported Jacqueline Fry became a dislocated worker when the Kirsch plant closed in Sturgis. Jacqueline qualified for training benefits under the NAFTA/TAA program in January 2001. She attended full-time training at Glen Oaks Community College and obtained a Medical Office Assistant Certificate. She has been employed by Sturgis Medical Group since January 2003 and is working as a Biller Claims Specialist at Sturgis Hospital.

Motion made by Bernie Stancewicz and supported by Jerry Love to approve Jacqueline Fry as the 2005 Alumni nomination representing Kalamazoo-St. Joseph MWA. Motion carried.

III. Child Care Resources – Ella Fabel-Ryder, Executive Director at Child Care Resources, provided information as to how Child Care Resources can offer solutions to the child care needs of employees through a variety of programs customized for employees and corporations. Ella explained the symbols used to rate Family and Group Home Child Care locations and Child Care Centers. In addition, Ella provided information regarding the Corporate Contract Program and Child Care Select. She reported on the economics of childcare benefits, the advantages to the employee, and other services available through Child Care Resources.

IV. Project Return/Project Hope – Tammy Woodhams, Executive Director, Kalamazoo Criminal Justice Council, Reverend Milton Wells, Open Door Ministries, Church of God in Christ; Ramie Almeda, Kalamazoo County Prosecutor's Office; and Donna Hephner, Program Manager, MDOC; provided information regarding Project Return/Project Hope. Tammy spoke about the history of Project RETURN (Re-entry of Ex-Offenders Through Unique Resource Networking), who is involved and the strategic planning that took place. Ramie reported on the vision and mission of Project RETURN and the barriers individuals face when they are released from prison. Tammy reported Project RETURN committees were established to address mentoring and connectivity, health, housing, employment and training, and workforce development issues and explained the role of each of these committees. Tammy reported Kalamazoo County was selected by the State of Michigan to participate in a pilot program for assisting ex-offenders to re-enter the workforce and stressed the importance of taking a proactive approach in addressing employment services and workforce development barriers. Reverend Wells reported on Project HOPE that focuses on Housing Opportunities and Planning for Ex-Offenders. He explained that education and training are components of Project HOPE. Training includes teaching building skills that are taught through housing construction and the rehabilitation of older homes.

V. Staff Reports - Bob Straits reported Funding for Welfare-to-Work Program for the 2004-05 program year was reduced by approximately \$400,000; however an increase in funding for the WIA Dislocated Worker and Youth Programs offset a good share of this amount.

W.E. Upjohn Institute recently published the book: Job Training Policy in the United States. The book provides a broad overview of federally funded job training programs, as they exist today. A copy of the book is being provided to each WDB member.

The Kalamazoo Chamber Foundation will be hosting the Job Summit '05 on February 3 & 4. Some of the partners for the event include the Workforce Development Board, the Upjohn Institute, and local MW subcontractors. The Summit will bring together legislative representatives and local business and community leaders to address barriers to employment. The recently developed workforce development program model that was endorsed by the Workforce Development Board will be a key component of the Job Summit.

VI. Upcoming Meetings - The next Executive Committee meeting is scheduled for Thursday, December 2, 2004 at 7:30 a.m. at the Michigan Works!/Upjohn Institute Office. The next Monitoring and Evaluation Committee meeting is scheduled for 7:30 a.m. on Thursday, November 18, 2004 at Employment & Training Connections office in Three Rivers. The February date for the next full WDB meeting conflicts with the dates of the Job Summit and will need to be rescheduled.

VII. Adjournment – With no further business to discuss the meeting was adjourned at 9:40 a.m.

Robert A. Straits

Date

Thom Brennan

Date