

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

December 13, 2018

The Macomb/St. Clair Workforce Development Board met Thursday, December 13, 2018 at Testa Barra Restaurant with the following members present:

(☑ denotes private sector):

AT ROLL CALL:

- | | |
|---------------------|-----------------|
| ✓ Karen Arondoski | ✓ Peter Keating |
| Dan Casey | ✓ Joe Keppler |
| ✓ Hannah Costello | ✓ Mike Kramer |
| ✓ Sharise Eckenrode | Monika Leasure |
| ✓ Ann Forster | Valerie Nunn |
| ✓ Jennifer Gavin | Jim Sawyer |
| Tanise Hill | ✓ Charles Shaw |
| ✓ Lindsey Hoover | Maria Zardis |
| Christol James | |

MEMBERS ABSENT:

- | | |
|-------------------|---------------|
| ✓ Patricia Anger | Jim Peltier |
| Jason Dahl | Bill Peterson |
| April Fidler | ✓ Sam Serra |
| Lee Graham | Erin Smith |
| ✓ Carter Hitesman | |

OTHERS PRESENT:

- | | |
|------------------------------------|-------------------|
| John Bierbusse, Executive Director | Bernice Kerner |
| Ann Austin | Terry MacIlhargy |
| Scott Bentas | Patty Madigan |
| Daryl Bukowiecki | Colin Miller |
| Terri Davis | Aydi Naisan |
| Salli Dawson | Susan Paternoster |
| Beth Diehl | Julie Reilly |
| Debbie Farrell | Cris Robson |
| Jordan Geml | Christina Seibert |
| Sam Hines | Dennis Suszynski |
| Paula Keena | Martha Waroway |
| Penny Kelly | Jean Wurmlinger |

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1. Call to Order

Chairperson Michael Kramer called the meeting to order at 6:00 p.m.

2. Roll Call

Roll call was taken with 17 members present (10 private sector).

3. Approval of Previous Minutes

JAMES SAWYER MOVED TO APPROVE THE OCTOBER 25, 2018 MINUTES AS PRESENTED; SUPPORT BY JOE KEPPLER. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Newly elected Chairman Michael Kramer told members that it is a pleasure to serve as Chair of the Macomb/St. Clair Workforce Development Board. He welcomed board members and staff wishing all a Merry Christmas.

5. Standing Committee Reports

A. ONE-STOP COMMITTEE

1. Meeting of November 20, 2018

a. Recommendation to Approve FY 2019 Trade Adjustment Assistance (TAA) Plan

One-Stop Committee Chair, Tanise Hill, reported on the 2019 Trade Adjustment Assistance Plan. This federal entitlement program aids workers who have lost employment due to foreign trade. It offers numerous benefits and services to help workers obtain the skills, credentials and support necessary to become reemployed. Ms. Hill explained that the U.S. Department of Labor certifies eligible workers for TAA benefits. Services are delivered by Macomb/St. Clair Employment and Training Agency in all five of the Michigan Works Career Centers. Eligible workers are invited to attend a worker benefit orientation where TAA benefits and all basic career services available through Michigan Works! are explained. Representatives from the Unemployment Insurance Agency present information on filing for unemployment benefits.

MONIKA LEASURE MOVED TO APPROVE THE FY 2019 TRADE ADJUSTMENT ASSISTANCE PLAN; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve FY 2019 Refugee and Immigrant Navigator Plan

Miss Hill gave information on the Refugee and Immigrant Navigator Plan. She explained that the state has allocated funding to hire Refugee Navigators in five Michigan Works Agencies that have a large refugee and immigrant population. The goal of the navigator program is to reduce barriers to employment to ensure a successful transition into the Michigan's workforce. This is the second year of the Refugee and Immigrant Navigator Program.

Macomb/St. Clair's Refugee Navigator is housed in the Clinton Township Career Center. It is his responsibility to reach out to community organizations that work with this population to recruit non-referred refugees helping them to access available resources within the Michigan Works system. He maintains a listing of resources so that he can make referrals to outside agencies that provide services to immigrants.

CHARLES SHAW MOVED TO APPROVE THE FY 2019 REFUGEE AND IMMIGRANT NAVIGATOR PLAN; SUPPORT BY MONIKA LEASURE. MOTION CARRIED UNANIMOUSLY.

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c. Recommendation to Approve FY 2019 Refugee PATH Plan

The Board was provided with a synopsis of the PATH Refugee Plan which will be submitted to the State for approval. Ms. Hill told members that since 2012 Macomb/St. Clair has contracted with Samaritas to provide case management services for the refugee population in Macomb County. However, due to fewer immigrants entering the country, the contract with Samaritas ended October 31st. Currently refugee PATH customers are referred to the PATH program in the Roseville and Clinton Township Career Centers for job readiness activities and can be directed to Samaritas for additional services such as English-as-a Second Language, when needed.

HANNAH COSTELLO MOVED TO APPROVE THE FY 2019 REFUGEE PATH PLAN; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

d. Informational Items

i. Report on Community Ventures/Business Resource Network (CV/BRN)

An Update was provided on the Community Ventures/Business Resource Network program which is funded for one year by the State of Michigan to assist employers who are having problems with high employee turnover. In September, three Success Coaches were hired, one in St. Clair County and two in Macomb County. For the first six weeks, the Success Coaches spent their time learning the various aspects of the Michigan Works System and building a network of community organizations that will provide support services to people in need. On November 1st, Success Coaches began meeting with companies that were identified by the Business Services staff as having employee turn over issues. The majority of companies visited were interested but hesitant to make a long-term commitment. It is hoped that businesses will see the value in continuing to support the Success Coaches for at least one year once this funding ends. A Success Coach's time can be divided between several employers. A chart was provided showing what it would cost employers to purchase hours of a Success Coach's time per year.

ii. Report on the Food Assistance Employment and Training Program

Macomb/St. Clair operates the Food Assistance Employment and Training program for Able Bodied Adults without Dependent Children who are referred by the Department of Health and Human Services. Those referred are required to participate or risk losing their Food Assistance benefits. They can only receive food assistance for three months in a three-year period if they do not complete their work participation requirement by working, volunteering or participating in certain training programs every month. There are many exemption and deferral reasons a person may not be required to participate.

Ms. Hill noted that DHHS anticipates that they will refer approximately 6,000 customers in Macomb County and 1,600 in St. Clair County. However, it is expected that only 8-10% of those referred will attend an orientation based on information provided by other areas of the state that have run this program since last year.

The board reviewed a chart of current enrollments and show rates. Since October 1st, there have been 967 customers referred to orientation, 37 who have attended orientation for a 3.8% show rate. Fourteen have been deferred and 23 enrolled. Of those enrolled 18 are currently active.

iii. Report on Integrated Education and Training

Macomb/St. Clair will receive a small grant consisting of WIOA Statewide Activities dollars to develop Integrated Education and Training (IET) programs by partnering with local adult education programs and community colleges. This approach provides adult education and literacy activities concurrently with work

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readiness activities and occupational training for a specific occupation. This differs from the traditional model in which the customer must complete adult education services before enrolling in occupational training. Charts were viewed showing a sample schedule of team teaching with multiple organizations in Advanced manufacturing and a Health Care Program schedule that includes English as a Second Occupational Language (ESOL) and civics along with occupational training.

iv. Telling Our Story

Tanise Hill presented the most recent issue of Telling Our Story stating that this issue is a good example of the various funding sources used by Macomb/St. Clair to assist customers on the pathway to success. She recounted four stories of customers who were impacted by resources available to them through the Skilled Trades Training Fund dollars, the PATH program, On-the-Job Training and the Young Professionals program.

B. ADMINISTRATIVE COMMITTEE

1. Meeting of December 6, 2018

a. Recommendation to Modify PY 2018 Wagner-Peyser Employment Services Budget

Ms. Hoover told members that Macomb/St. Clair received additional funding to provide employment related services bringing the total allocation to \$1,227,599. These dollars will be used to support the Employment Service Provider which had been subsidized with WIOA dollars in the past. This budget totals \$1,253,720.

She continued by reporting that in mid-November job seekers were required to create a new log-in with MI-Login, a system that allows the user to access multiple State of Michigan sites using a single login credential. Career center customers had trouble accessing the system which made it difficult to file a UI claim, register for work or look for work on the Pure Michigan Talent Connect. Employment Services staff found themselves spending a majority of their time helping customer's work through the log-in process which everyone agreed was not user friendly. After several weeks of tweaking by the state, the system appears to be running more smoothly.

**DAN CASEY MOVED TO MODIFY PY 2018 WAGNER-PEYSER EMPLOYMENT SERVICES BUDGET;
SUPPORT BY PETER KEATING. MOTION CARRIED UNANIMOUSLY.**

b. Recommendation to Approve FY 2019 PATH Temporary Assistance to Needy Families (TANF) Refugee Services Budget

The PATH TANF allocation for Refugee Services was reduced from \$179,200 in 2018 to \$75,720 for 2019 due to fewer refugees entering the country. Ms. Hoover reported that there were only six who settled in Macomb County in 2018. As of November 1st, Macomb/St. Clair is no longer contracting with Samaritas to provide case management services to the refugee population. These customers are now being served in the Roseville and Clinton Township PATH programs. This budget totals \$66,635 and will be used to support the PATH Service Provider.

**HANNAH COSTELLO MOVED TO APPROVE FY 2019 PATH TANF REFUGEE SERVICES BUDGET;
SUPPORT BY MONIKA LEASURE. MOTION CARRIED UNANIMOUSLY.**

c. Recommendation to Approve FY 2019 WIOA Integrated Education and Training (IET) Program Budget

The State has allocated WIOA dollars to develop a new approach to training which integrates local adult

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education programs and workforce development programs so that basic skills instruction and occupational training can be done concurrently. Macomb/St. Clair received a \$75,000 allocation. \$7,000 will be used for administrative costs with \$22,000 set aside for carry-in to PY 2019. \$42,500 will be used for classroom training and \$3,500 for support services. This budget totals \$46,000.

**MONIKA LEASURE MOVED TO APPROVE FY 2019 IET BUDGET; SUPPORT BY HANNAH COSTELLO.
MOTION CARRIED UNANIMOUSLY.**

d. Recommendation to Approve FY 2019 Reemployment Services and Eligibility Assessment (RESEA) Work-Based Training Budget

The RESEA Work-Based Learning Program that was due to end September 30, 2018 was extended through September 30, 2019. This budget shows an actual carry-in from FY 2018 of \$37,614. These dollars will provide career services and work-based learning opportunities, such as apprenticeships and on-the-job training, to claimants at risk of exhausting their unemployment benefits. This budget equals \$34,114.

**KAREN ARONDOSKI MOVED TO APPROVE FY 2019 RESEA WORK-BASED TRAINING BUDGET;
SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.**

e. Recommendation to Approve FY 2019 Trade Adjustment Assistance (TAA) Program Budget

The Trade Adjustment Assistance (TAA) program is a federally funded program that assists U.S. workers who have lost their jobs as a result of foreign trade. There are two budgets for funding the TAA program. The TAA program activities budget provides funding for classroom training, on-the-job training, job search-job readiness and relocation allocation of up to \$3,000 per worker. This budget totals \$822,739

DAN CASEY MOVED TO APPROVE FY 2019 TAA PROGRAM BUDGET; SUPPORT BY HANNAH COSTELLO. MOTION CARRIED UNANIMOUSLY.

f. Recommendation to Approve FY 2019 Trade Adjustment Assistance (TAA) Case Management Budget

Macomb/St. Clair received \$465,164 in allocation for the TAA Case Management budget to support case managers who work directly with TAA customers and the costs associated with infrastructure, supplies, local travel, conferences and seminars. This budget equals \$465,164.

MONIKA LEASURE MOVED TO APPROVE FY 2019 TAA CASE MANAGEMENT BUDGET; SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.

g. Informational Item

i. Grant Proposal – Disaster Recovery National Dislocated Workers Grant to Address the Opioid Crisis

The State of Michigan has applied for a two-year Disaster Recovery National Dislocated Workers Grant with the goal of creating employment opportunities aimed at alleviating the effects of the opioid crisis. Ms. Hoover explained that the grant was written by the Director of Macomb County Community Corrections with whom Macomb/St. Clair Michigan Works! works closely.

Because Macomb County is acutely affected by this problem, if approved \$1,770,000 will be received by

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Macomb/St. Clair to provide employment and training activities as well as supportive services. Referrals for services will come

from Macomb County Community Corrections, CARE of Southeast Michigan and the Macomb County 16th Circuit Court Drug Court. The target population will be individuals who are unemployed due to substance use disorders from opioid drugs. CARE of Southeast Michigan will hire five Peer Recovery Coaches to provide mentoring to the target population. Macomb/St. Clair Employment and Training Agency will deliver career services. Career planners will enroll 40 participants into classroom training and business account managers will create 30 on-the-job training opportunities. All staff involved will monitor participants to determine barriers that need to be resolved and have access to supportive service funds needed to resolve these barriers.

6. Executive Director's Report

Mr. Bierbusse took this opportunity to introduce the Workforce Development Board staff who were in attendance, noting the number of years each person has worked for the agency and thanking them for another year of a job well done.

7. Other Business

There was no other business.

8. Hearing of the Public

There were no comments from the public

9. Scheduling of Next Meeting

The next general meeting is scheduled for **3:00 pm, Thursday, January 24, 2019**. Members will be notified.

10. Adjournment

JAMES SAWYER MOVED TO ADJOURN; SUPPORT BY TANISE HILL. MOTION CARRIED. The meeting adjourned at 6:45 p.m.

Respectfully submitted,



Jean Wurmlinger,
Recording Secretary