

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

January 28, 2021

The Macomb/St. Clair Workforce Development Board met virtually at 3:00 p.m. Thursday January 28, 2021 with the following members joining:

() denotes private sector):

AT ROLL CALL:

- | | |
|-------------------|---------------------|
| ✓ Karen Arondoski | ✓ David Jaraczewski |
| ✓ Krista Barr | ✓ Peter Keating |
| Dan Casey | ✓ Joe Keppler |
| Ken Dombrow | ✓ Mike Kramer |
| ✓ Ann Forster | Bill Peterson |
| ✓ Jennifer Gavin | Jim Sawyer |
| Damon Hawkins | ✓ Charles Shaw |
| ✓ Lindsey Hoover | Shannon Williams |
| ✓ Larry Humphrey | Maria Zardis |

AFTER ROLL CALL:

MEMBERS ABSENT:

- | | |
|---------------------|----------------|
| Jason Dahl | Christol James |
| ✓ Sharise Eckenrode | Val Nunn |
| ✓ Danielle Hart | Jim Peltiere |
| Tanise Hill | ✓ Sam Serra |
| ✓ Carter Hitesman | |

OTHERS PRESENT:

John Bierbusse, Executive Director
Euphemia Franklin, South Eastern Michigan Indians, Inc.
Thomas Heurman, BSBP
Gwen McNeal, BSBP
Elizabeth White, BSBP

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1. Call to Order

Chairman Michael Kramer called the meeting to order at 3:00 p.m.

2. Roll Call

Roll call was taken with 18 members present; 11 private sector.

3. Approval of Previous Minutes

BILL PETERSON MOVED TO APPROVE THE DECEMBER 10, 2020 MINUTES AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Chairman Kramer introduced Damon Hawkins to the Board. Mr. Hawkins, MDOC Regional Manager, will replace Erin Smith representing the Michigan Department of Corrections.

5. Presentation of Beacon of Economic Development Award

Vicky Rowinski, Director of Macomb County Planning and Economic Development congratulated John Bierbusse on being awarded the Beacon of Economic Development Award. This is one of Macomb County's highest honors presented virtually at the 8th Annual Macomb Business Awards in December.

6. Standing Committee Reports

A. ONE-STOP COMMITTEE

1. Meeting of January 19, 2021

a. Recommendation to Approve the Unemployment Claims Assistance Program Agreement

Mr. Bierbusse explained that during the peak months of the pandemic, the Unemployment Insurance Agency (UIA) ran into many problems getting payments out to individuals who had lost their jobs. To help handle the thousands of calls coming into our offices, fifty-five Michigan Works! staff received training to assist claimants in resolving their claims. \$400,000 was billed out for salaries and fringe benefits. Macomb-St. Clair received \$722,000 from this grant to reimburse accounts from which staff were paid.

DAN CASEY MOVED TO APPROVE THE UNEMPLOYMENT CLAIMS ASSISTANCE PROGRAM AGREEMENT, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve Wagner-Peyser Clean Slate Pilot Program

The Clean Slate Pilot Program allows Michigan Works! to assist individuals in having their criminal record expunged so that certain felony convictions are not required to be listed on job or school applications. To be eligible, the participant's criminal record must not have more than one felony conviction, no more than two misdemeanor convictions, no traffic offenses such as a DUI and it must be at least five years since the date of conviction, release from incarceration, or discharge of probation or parole. Convictions that cannot be expunged include any criminal sexual conduct and any crimes against children.

Macomb/St. Clair received \$339,001 for this program extending through June 2022 and has discretion on how best to use the funds. Options include hiring an Expungement Navigator, contracting with a law firm experienced in criminal law, a legal aid office or the public defender's office.

CHARLES SHAW MOVED TO APPROVE THE WAGNER-PEYSER CLEAN SLATE PILOT PROGRAM, SUPPORT BY SHANNON WILLIAMS. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Approve Integrated Education and Training Program Plan

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This is a relatively small grant providing \$22,000 available for expenditure through June 30, 2022 to work with local Adult Education Programs to integrate adult education and literacy activities alongside workforce preparation activities. The three components offered concurrently are adult education and literacy, workforce preparation activities and workforce training for a specific occupational skill.

Board members viewed sample IET schedules showing how team-teaching techniques provided by multiple organizations could be accomplished for advanced manufacturing and healthcare.

BILL PETERSON MOVED TO APPROVE THE INTEGRATED EDUCATION AND TRAINING PROGRAM PLAN, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

d. Informational Items

i. Update on the Going Pro Talent Fund

The Board received a roster of Going Pro Talent Fund applicants from Macomb and St. Clair Counties. Thirty-six were from Macomb County, nine from St. Clair County and one was received from Wayne County.

Since the One-Stop Committee meeting, the State has announced the Going Pro Talent Fund awards. Of the applications received by Macomb/St. Clair all but one company, Fiat Chrysler requesting the largest amount at \$2,303,500, were awarded funding. The total amount of the awards is \$2,371,500 including \$155,145 to administer the program. The total awards received by Macomb/St. Clair companies are comparable to awards received by Oakland and Wayne Counties.

ii. State Apprenticeship Expansion 2020

In December, the State of Michigan released the 2020 State Apprenticeship Expansion Request for Proposal. The grant period is February 1, 2020 through March 31, 2023 with \$11 million available to expand apprenticeships across the state. There will be ten to fifteen grants awarded ranging from \$300,000 to \$1,100,000. Grants can be proposed for targeted populations including Youth, Veterans, and underrepresented populations (women, people of color, ex-offenders, and persons with disabilities) or grants can be written for new industry sectors in healthcare, information technology and mobility and for new occupations in advanced manufacturing, construction, energy, healthcare, information technology and mobility Industry sectors with a Regional Implementation Consortia of required partners.

Macomb/St. Clair is attempting to put together a grant in the healthcare field.

iii. Ballmer Group Concept Paper

Mr. Bierbusse reported that last summer a representative of Ballmer Group, a philanthropic foundation, contacted the Michigan Works! Directors in Southeast Michigan to better understand the needs of workforce systems during the pandemic.

Macomb/St. Clair was asked to present a concept paper related to funding gaps associated with youth workforce goals in Macomb County. There is a potential for multi-year awards ranging from \$95,000 to \$5 million.

A proposal was submitted on January 4, 2021 identifying seven school districts in Macomb County with high school completion rates below 80%. Macomb/St. Clair Workforce Development Board plans to partner with these seven districts to implement Young Professionals (YP) programming. Macomb/St. Clair would like the Balmer Group to consider funding the salary and fringe benefits of a Career Development Facilitator (CDF) to mentor fifteen at risk freshman throughout high school by enrolling them in the YP program. The program would include summer employment.

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There is the possibility of supplementing program costs with WIOA dollars for eligible youth. With the financial support of the Ballmer Group and expanded Young Professionals programming, graduation rates in these seven districts would improve and increase the economic wellbeing for more than one hundred youth.

The proposal is currently under review. The next step is to receive an invitation from the Ballmer Groups to apply for funding.

B. ADMINISTRATIVE COMMITTEE

1. Meeting of January 14, 2021

a. Recommendation to Approve Program Year 2020 Wagner-Peyser Clean Slate Program Budget

Due to the change in expungement laws made by the state legislature last year, the Clean Slate Program was initiated for the purpose of helping individuals get eligible convictions expunged from their records assisting them to find full-time, self-sufficient employment.

While funding is for December 1, 2020 through June 30, 2021, the allocation was not received until January 2021. A plan must be written and approved by the state before implementation of the program can begin. Therefore, \$271,201 will carry-in to PY 2021 to be used through June of 2022. This year's budget totals \$61,100.

BILL PETERSON MOVED TO APPROVE THE PY 2020 WAGNER-PEYSER CLEAN SLATE PROGRAM BUDGET, SUPPORT BY JOE KEPPLER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve Program Year 2020 Balmer Group Foundation Budget

Several Michigan Works! Agencies in Southeast Michigan were approached by the Ballmer Group Foundation with a funding opportunity to purchase computers and/or access to the internet for individuals in education or employment training programs. Macomb/St. Clair will contact adult education programs in the area to offer forty-seven laptops to be used by their students. This budget totals \$100,000.

BILL PETERSON MOVED TO APPROVE THE PY 2020 BALLMER GROUP FOUNDATION BUDGET, SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Approve Program Year 2020 WIOA Integrated Education and Training Program Budget

This funding was made available through WIOA Statewide Activities dollars for partnering with adult education programs to cover the cost of combining employment and education activities. \$19,373 will support classroom training with \$1,700 used for support services such as computers, internet access and software for a total budget of \$21,073.

BILL PETERSON MOVED TO APPROVE THE PY 2020 WIOA INTEGRATED EDUCATION AND TRAINING PROGRAM BUDGET; SUPPORT BY LINDSEY HOOVER. MOTION CARRIED UNANIMOUSLY.

d. Recommendation to Approve Calendar Year 2020 Unemployment Claim Assistance Program Budget

The State, through the Unemployment Insurance Agency, has offered to reimburse Michigan Works! for the time staff spent helping unemployment claimants resolve issues with their claims. This budget covers the period of March 15, 2020 through December 31, 2020. Of the \$722,435 received, \$36,121 will go toward administrative costs. Because the majority of staff working on the Unemployment Insurance

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Project are Employment Services staff, the remaining dollars will reimburse the Employment Service Provider. This budget equals \$686,314.

BILL PETERSON MOVED TO APPROVE THE CY 2020 UNEMPLOYMENT CLAIM ASSISTANCE PROGRAM BUDGET; SUPPORT BY DAN CASEY. MOTION CARRIED UNANIMOUSLY.

e. Recommendation to Approve Offering the Executive Director Position to Justin Al-Igoe and to Negotiate a Salary

Bill Peterson recapped the committee's search to fill the Executive Director position. Three candidates were chosen to be interviewed, two of the candidates were invited back for a second interview. The committee recommended to the Board that Denise Van Hee be offered the position. This recommendation was approved at the December 10, 2020 Board of Director's meeting. Ms. Van Hee chose not to accept the position.

After much discussion and because the Administrative Committee felt that a second candidate, Justin Al-Igoe, was equally qualified for the position, the Committee recommends offering the position to Mr. Al-Igoe.

Attached to the recommendation is Mr. Al-Igoe's resume and an email exchange with Mr. Bierbusse where Mr. Al-Igoe states that he would be honored to accept the position if offered by the Board of Directors, his salary expectation of between \$105,000-\$110,000, and a possible start date. Mr. Al-Igoe is deployed on active duty with the Naval Reserves and hopes to assume the Executive Director position by early to mid-May. Mr. Bierbusse has agreed to stay on as director until that time.

Jim Sawyer suggested that the Board authorize the Administrative Committee to make a job offer to Mr. Al-Igoe and to negotiate a salary.

BILL PETERSON MOVED TO APPROVE THE HIRING OF JUSTIN AL-IGOE FOR THE MACOMB/ST. CLAIR WORKFORCE DEVELOPMENT BOARD EXECUTIVE DIRECTOR POSITION AND TO AUTHORIZE THE ADMINISTRATIVE COMMITTEE TO NEGOTIATE A SALARY WITH MR. AL-IGOE; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

f. Informational Item

Second Quarter Performance Report for Program Year 2020

The committee viewed the Performance Report for the 2nd quarter of PY 2020, October 1st through December 31st, 2020. Julie Reilly discussed the goals vs actual performance for adult programs, dislocated workers, youth, Wagner-Peyser and TAA stating that Macomb/St Clair has exceeded goals in all areas. Mr. Bierbusse explained that goals for Macomb/St. Clair were negotiated with the state and are reviewed annually. He had expected that due to the pandemic performance might decline. Instead, there has been improvement over both quarters of Program Year 2020. Dan Casey noted that the average of \$9,450 per quarter in median earnings amounting to approximately \$40,000 per year may in part be due to employers increasing wages to attract workers during the pandemic. Mr. Bierbusse agreed.

Two additional charts compare the performance of Macomb/St. Clair to the State of Michigan. To meet performance standards, each row and each column must average at least 90% of the goal and each individual measure must be at least 50% of the goal. Macomb/St. Clair consistently performs above the state having a positive impact on the State's overall performance outcomes.

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7. Executive Director's Report

a. Recommendation to Approve Eliminating a Cost Analyst Position and Replace it with an Accountant Position.

Mr. Bierbusse announced that a vacancy was created by the retirement of Richard Taylor after forty-two years as a Cost Analyst. At the present time it would be more beneficial to the organization to add an additional accountant. A recommendation was made to approve the elimination of the Level 5 Cost Analyst position and to replace that position with a Level 6 Accountant position.

BILL PETERSON MOVED TO APPROVE ELIMINATING A COST ANALYST POSITION AND REPLACE IT WITH AN ACCOUNTANT POSITION; SUPPORT BY KAREN ARONDOSKI. MOTION CARRIED UNANIMOUSLY.

8. Other Business

There was no other business.

9. Hearing of the Public

There were no comments from the public.

10. Scheduling of Next Meeting

The next general meeting is scheduled for 3:00 pm, Thursday, March 25, 2021. Members will be notified.

11. Adjournment

SHANNON WILLIAMS MOVED TO ADJOURN; SUPPORT BY PETE KEATING. MOTION CARRIED.

The meeting adjourned at 4:00 p.m.

Respectfully submitted,



Jean Wurmlinger,
Recording Secretary