

**MINUTES OF THE
WORKFORCE DEVELOPMENT BOARD**

May 27, 2021

The Macomb/St. Clair Workforce Development Board met virtually at 3:00 p.m. Thursday May 27, 2021 with the following members joining:

(☑ denotes private sector):

AT ROLL CALL:

- | | |
|------------------|---------------------|
| ✓ Krista Barr | Christol James |
| Dan Casey | ✓ David Jaraczewski |
| Ken Dombrow | ✓ Pete Keating |
| ✓ Ann Forster | ✓ Joe Keppler |
| Damon Hawkins | Melody Magee |
| Tanise Hill | James Sawyer |
| ✓ Lindsey Hoover | ✓ Charles Shaw |
| ✓ Larry Humphrey | Shannon Williams |

AFTER ROLL CALL:

- | | |
|---------------------|-------------|
| ✓ Sharise Eckenrode | ✓ Sam Serra |
|---------------------|-------------|

MEMBERS ABSENT:

- | | |
|-------------------|---------------|
| ✓ Karen Arondoski | ✓ Mike Kramer |
| Jason Dahl | Val Nunn |
| ✓ Jennifer Gavin | Bill Peterson |
| ✓ Danielle Hart | Maria Zardis |
| ✓ Carter Hitesman | |

OTHERS PRESENT:

Justin Al-Igoe, Executive Director
Shelley Basille, BSBP
Val Burgaj, Lakeshore Public Schools
LaMarr Jones, IBEW Local 58
Ann Leen, SERCO
Dr. Jeff Lip, Lakeshore Public Schools
Gwen McNeal, BSBP
Chris Reilly, M/SCETA
Frank Taylor, Frank Taylor Group

**Macomb/St. Clair Workforce Development Board
March 25, 2021**

1. Call to Order

Vice-Chair Lindsey Hoover called the meeting to order at 3:00 p.m.

2. Roll Call

Roll call was taken with 16 members present; 8 private sector.

3. Approval of Previous Minutes

TANISE HILL MOVED TO APPROVE THE MARCH 25, 2021 MINUTES AS PRESENTED; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

4. Chairperson's Report

Ms. Hoover welcomed our new Executive Director Justin Al-Igoe.

5. Standing Committee Reports

A. YOUTH COMMITTEE

1. Meeting of May 18, 2021

a. Recommendation to Approve PY 2021 Contract for Youth Workforce Investment Activities

Pete Keating reported to the Board that the current three-year contract with Employment and Training Designs, Inc., for Youth Workforce Investment Activities will end on June 30, 2021. This program assists young adults, facing significant barriers to success in the labor market, with support and funding needed to transition into self-sufficient adults.

To be eligible for Out-of-School services a young adult aged 16-24 must be facing one or more barriers specified in policy regardless of income. Eligibility for In-School Youth aged 14-21 requires the young adult be low-income and facing one or more of policy stated barriers.

A Request for Proposal (RFP) was released in March 2021 seeking competitive bids for one Youth Provider at the four Michigan Works! Career Centers in Macomb County and one contractor at the Port Huron Career Center in St. Clair County for Program Year 2021 beginning July 1, 2021. The RFP lists the contractor's responsibilities along with fourteen required program elements that must be available to participants if needed. The contractor will provide follow-up services to the participant for twelve months after exiting the program to ensure successful transition to education and employment. It is expected that 360 individuals in Macomb County and 75 participants in St. Clair County will receive services with an anticipated \$1.6 million for awarding contracts. Contracts may be extended for two additional years.

Two proposals were received to deliver services in both St. Clair County and in the four Macomb County Career Centers. Four Workforce Development Board staff evaluated each proposal and awarded points based on responses to questions presented in the RFP application.

Proposals received for St. Clair County include Employment and Training Designs Inc. (ETDI) and SERCO Inc. ETDI was awarded 455 points. They submitted a proposed budget totaling \$431,253 with an adjusted budget of \$424,203 following removal of supportive services costs that are funded outside of the contract. SERCO Inc. received a score of 441.5 points. Their proposed budget of \$340,077 was adjusted downward to \$335,677 following removal of supportive service and office supplies that are funded outside of the contract. SERCO's St. Clair County proposal did not indicate that programming would be unique to St. Clair County. There was no mention of partnering with St. Clair County Community College or local community-based organizations. Additionally, the narrative of the proposal indicated a Data Coordinator position that was not reflected in the budget.

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Macomb County proposals also came from ETDI, the current youth provider and SERCO. ETDI earned 460 points with a proposed budget of \$1,213,788 adjusted to a recommended budget of \$1,183,788. SERCO Inc. was awarded 443 points and submitted a proposed budget of \$1,252,234 adjusted to a budget of \$1,226,234 following removal of costs funded outside of the contract. Employment and Training Design's proposal had a slightly lower cost and earned more points.

The committee recommended an award of \$1,607,991 to Employment & Training Designs, Inc to provide Youth Workforce Investment Activities in all Macomb County and St. Clair County Michigan Works! Career Centers.

There was discussion of the per participant cost of this award. The Executive Director stated that this dollar amount is in-line with or lower than many MWAs across the state and Mr. Keating noted that Macomb/St. Clair Youth program consistently meet or exceed state performance standards.

PETE KEATING MOVED TO APPROVE PY 2021 CONTRACT FOR YOUTH WORKFORCE INVESTMENT ACTIVITIES, SUPPORT BY TANISE HILL. MOTION CARRIED UNANIMOUSLY.

b. Informational Items

i. Young Professionals Sponsored Events

Mr. Keating provided an update on four career exploration activity events making an impact on the community.

Macomb Manufacturing Day has been providing high school students with hands-on experiences through on-site tours of various manufacturing worksites since 2014. In 2020 this event was held virtually and will again be virtual in 2021 focusing on manufacturing career pathways through a virtual platform. Macomb Intermediate School District and Macomb County Planning & Economic Development are partners in the Macomb Manufacturing Day.

Autosteam, "Explore Careers in Manufacturing" is a two-day event sponsored by Macomb Community College and Macomb County Planning & Economic Development since 2015 connecting high school students and the community to the automobile industry. The event normally held at Macomb Community College was canceled in 2020 and 2021 but is anticipating an in-person event for the Fall of 2022.

"Just Build It" Construction Career Expo held on the campus of Eastern Michigan University featuring construction career pathways has been an event partner since 2017. It was held virtually in 2020 with an estimated 769 attendees and anticipates an in-person event in 2021, with the option of pivoting to a virtual platform, if necessary. This event is sponsored by the Washtenaw Contractors Association.

MiCareer Quest Southeast held its first event at the Suburban Collection Showplace in Novi in 2018. The event features career quadrants in Advanced Manufacturing, Construction, Health Science and Information Technology drawing up to 10,000 high school students from southeast Michigan in the past. It has been canceled for 2020 and 2021 with an anticipated in-person event in 2022. This event is supported by five MWAs; Oakland County Michigan Works!, Detroit Employment Solutions, Southeast Michigan Community Alliance (SEMCA), Michigan Works! Southeast and Macomb/St. Clair Michigan Works!

ii. Other Funding Streams

In addition to WIOA funding, Macomb/St. Clair has received an allocation for the Foster Care Summer Youth Employment Program (SYEP) since 2011. In 2020 this program went virtual featuring career exploration and work readiness training for thirteen youth with a majority enrolled from St. Clair County. In 2021 both in-person and virtual options will be offered. The in-person option will enroll youth in paid work experience. The goal is to enroll fifteen youth in the program and it will run through September of 2021.

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Macomb/St. Clair was awarded a grant from the State of Michigan Labor & Economic Opportunity (LEO) Young Professionals to offer a summer jobs program in 2020. Structured activities will expose young professionals to the world of work, building occupational knowledge and skills, and the chance to earn a paycheck. Unfortunately, the program had to go virtual and fourteen young adults were enrolled in Michigan Apprenticeship Program Plus (MAP+) Industrial Readiness through Macomb Community College with twelve completers earning credentials and/or nine college credits. Outcomes included direct hire employment, additional post-secondary training, application to IBEW Electrical Apprenticeships and other work-based training through on-the-job training. In-person activities will begin in 2021 featuring a summer jobs program with the City of Mt. Clemens, MAP+ Industrial Readiness with Macomb Community College and Bricklayer Pre-apprenticeships. Funding is extended through February 2022.

Dan Casey from St. Clair County EDA informed the group on the Manufacturing Day event for St. Clair County High School sophomores giving them the opportunity to tour manufacturing sites in the area. Mr. Casey noted that it is similar in size and attendance as the Macomb Manufacturing Day.

Mr. Casey also provided information on a "Coding School" for Elementary and Junior High School students in St. Clair County. St. Clair County RESA can be contacted for more information.

B. ONE-STOP COMMITTEE

1. Meeting of May 18, 2021

a. Recommendation to Approve One-Stop Operator Service Provider

The Workforce Innovation and Opportunity Act (WIOA) legislation requires that each Michigan Works Agency procure a One-Stop Operator through a competitive bid process to coordinate the delivery of services at all five Michigan Works Career Centers. In March, the Macomb/St. Clair Workforce Development Board released a Request for Proposal (RFP) with bids due April 2nd. The bidder that is selected will be awarded a two-year contract beginning July 1, 2021, with two options to extend for one year, potentially through June 30, 2025.

Two bids were received. One from the Frank Taylor Group, who is the current One-Stop Operator, and the another from Learning Designs, Inc. Two evaluators scored the proposals based on three main categories, **Experience and Personnel** giving points for previous experience, staff credentials/experience and Michigan Works! experience; **Project Approach** awarding points for the proposed plan approach and improving services plan approach; and finally **Proposed Fees** with points awarded for total cost and hourly fees.

Both providers have experience with Michigan Works! Agencies, and both meet requirements listed in the RFP. However, Learning Designs proposed a higher number of overall hours to provide services at a higher cost per hour than the current provider, Frank Taylor Group. Therefore, Frank Taylor Group is the recommended service provider.

SHANNON WILLIAMS MOVED TO APPROVE THE ONE-STOP OPERTOR SERVICE PROVIDER, SUPPORT BY ANN FORSTER. MOTION CARRIED UNANIMOUSLY.

b. Recommendation to Approve the Employment Services Provider

Committee Chair Tanise Hill explained that a Request for Proposal was released to deliver Employment Services to job seekers and employers at all five Michigan Works! Career Centers for a three-year period beginning July 1, 2021 through June 30, 2024. Bids were received from Lakeshore Public Schools, the current provider, and Macomb/St. Clair Employment and Training Agency. Because two members of the One-Stop committee are employees of these agencies, the committee did not make a recommendation and it was brought to the full board for discussion and vote.

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Ms. Hill continued to explain that bids were evaluated by three Workforce Development Board staff. Lakeshore Public Schools proposed a first-year budget of \$1,693,147 while Macomb/St. Clair Employment and Training Agency proposed a budget of \$1,444,192. However no indirect costs such as HR functions were included in the Macomb/St. Clair Employment and Training Agency budget and staff wages were based around a 37.5-hour work week as opposed to the 40-hour week as required in the Request for Proposal. Additionally, their budget charged administrative time for mediated service and facilitator staff who do not have administrative functions.

Based on the budget, evaluators gave a higher score to Lakeshore Public Schools.

SHANNON WILLIAMS MOVED TO APPROVE LAKESHORE PUBLIC SCHOOLS AS THE EMPLOYMENT SERVICES PROVIDER; SUPPORT BY CHARLES SHAW. MOTION CARRIED UNANIMOUSLY.

c. Recommendation to Approve the Case Management & Business Services Service Provider

A Request for Proposal was released in March seeking the services of an organization that is qualified and experienced at providing the following services:

- Career Services;
- Business Services;
- Classroom Training Enrollments;
- Case Management;
- Individual Service Strategy Plan for Customers;
- Customer Orientation to the Partnership, Accountability, Training & Hope (PATH) Program and Follow-up on PATH Referrals;
- On-the-Job Training Contracts;
- Worker Orientation to the Trade Adjustment Assistance (TAA) program.

The period of performance is for three years, July 1, 2021, through June 30, 2024.

The sole response came from the current provider, Macomb/St. Clair Employment & Training Agency. The proposal was evaluated by two Workforce Development Board staff and was awarded identical points based on history, staffing and total cost. This provider has a strong work history with Macomb/St. Clair, employs highly qualified staff and has proposed a reasonable increase in cost for the second and third year of the contract.

SHANNON WILLIAMS MOVED TO APPROVE THE CASE MANAGEMENT & BUSINESS SERVICES SERVICE PROVIDER; SUPPORT BY DAMON HAWKINS. MOTION CARRIED UNANIMOUSLY.

d. Informational Items

i. Grant Applications

a) Michigan Learning and Advancement Program (MiLeap)

The Michigan Department of Labor and Economy Opportunity (LEO) was awarded a \$16 million grant from the U.S. Department of Education. LEO released a competitive RFP to fund training through the Michigan Learning and Education Advancement Program (MiLeap) to local consortiums supporting individuals who are dislocated, underemployed, serving as essential workers, living in distressed rural and urban communities or economically disadvantaged.

Macomb/St. Clair is one of six regional partners in a grant application submitted by the Southeast Community Alliance and the Workforce Intelligence Network seeking \$2 million. If awarded, the grant will provide \$450,000 to Macomb/St. Clair to serve 150 job seekers over a two-year period supplementing WIOA training funds. Notification of grant recipients is expected on May 28, 2021. Programming will begin July 1, 2021 through June 30, 2023.

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b) Michigan Economic Development Corporation (MEDC)

The Macomb County Department of Planning and Economic Development has applied for the MEDC Regional Talent Innovation Grant that, if awarded, would provide \$515,000 for short-term education and training through Macomb Community College to low-and moderate-income individuals residing in geographically disadvantaged areas. The intent is to move participants into high demand industry sectors such as engineering, advanced manufacturing and health care in less than one year. Macomb/St. Clair will work with Macomb Community College to enroll between 50 &100 participants to earn industry recognized credentials and certifications and will assist individuals with employment opportunities once training is completed. Announcement of awards is expected on June 2, 2021.

ii. Re-Opening Plan

The Executive Director announced the Career Center Re-Opening Plan with doors opening on June 1st for "walk-in" unemployment insurance applicants at 50% capacity. All service center staff are required to be back in the center. On June 7th the doors will open to "walk-in" job seekers at 50% capacity in all centers. Case Managers will encourage new UI applicants to scheduled appointments for enrollment into programs.

Mask wearing and physical distancing by staff and job seekers will be encouraged. Proof of vaccination will not be required. Outreach notifying the public of the re-opening plan will begin on May 24th. The re-opening plan is dependent on Covid cases continuing to trend downward within the community and is subject to change.

7. Executive Director's Report

The Executive Director had nothing more to report.

8. Other Business-Report on Perkins Grant

Shannon Williams, CTE Consultant from the Macomb Intermediate School District reported on the Federal Perkins Grant supporting state approved career and technical education programs with a focus on career awareness, pathway development and increased access/equity.

The total 2020-2021 regional allocation for Region 16 including both Macomb and St. Clair Counties equaled \$1,799,237 servicing 15,000 students. The 2021-2022 allocation of \$1,631,073, a significant decreased of \$168,164, is based on a lower poverty rate within the area.

Ms. Williams touched on the use of funds categories and regional activities for the upcoming year with some changes in professional development and program implementation and improvement with a focus on industry credentialing and a competency-based curriculum.

9. Hearing of the Public

There were no comments from the public.


10. Scheduling of Next Meeting

The next general meeting is tentatively scheduled for 4:00 pm, Thursday, June 24, 2021 at the Voyageur Restaurant in St. Clair. Members will be notified.

11. Adjournment

TANISE HILL MOVED TO ADJOURN; SUPPORT BY PETE KEATING. MOTION CARRIED. The meeting adjourned at 3:45 p.m.

Respectfully submitted,



Jean Wurmlinger,
Recording Secretary