

**CENTRAL AREA MICHIGAN WORKS! CONSORTIUM
WORKFORCE INVESTMENT BOARD (WIB)
May 20, 2009
Maxfield's Restaurant - Wyman**

Members Present: Tom Batchelder, Don Burns, Dennis Dunlap (nonvoting member), Chelsey Foster (alt. for Don Schurr), Carolyn Bennett, Tim Flynn, Steve Foster, Dorothy Howard, Jeff Knox, Franz Mogdis, Bruce Traverse, Ralph Ward, Steve Yager (alt. for Phil Larson), and the WIB (ES Rep.)

Members Absent: Terry Baker, Terri Romel, Robin Whitmore, Diane Smith, Carolyn Newell, Jeremy Sheets, Sheral Simon, and George Yost

Vacancy: 2

Staff Present: Janet Bloomfield, Vice-President for Employment Training
Jan Lacy, Assistant to the President
John Van Nieuwenhuyzen, Administrator

Guests Present: Kelly Rule, Masonic Pathways
Shirl Graham, MMI
Karen Perkins, ICISD

With a quorum present, the meeting was called to order at 5:34 pm by Tom Batchelder, Chairperson.

APPROVAL OF MEETING MINUTES

MOTION WAS MADE AND SUPPORTD TO APPROVE THE MARCH 18, 2009, WIB MEETING MINUTES. Motion carried unanimously.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

• **Operations Committee (Janet Bloomfield)**

The Committee met as a Committee of the Whole on April 15, 2009, due to the lack of a quorum.

- **Contract Renewals Recommended** – The Committee members and staff reviewed the performance and financial data for GIRESD and Ionia ISD contracts for Wagner Peyser, WIA Adult, WIA Dislocated Worker, and WIA Youth. Contracts expire on June 30, 2009. The current RFP cycle would allow the WIB to renew the contracts for those funding sources

with the current providers, Ionia ISD and Gratiot-Isabella RESD, based on current contractor expenditures and performance.

Current Contractors:

Ionia ISD – serving Ionia County

Wagner-Peyser
WIA Adult
WIA Dislocated Worker
WIA Youth

GIRESD – serving Montcalm, Isabella, and Gratiot Counties

Wagner-Peyser
WIA Adult
WIA Dislocated Worker
WIA Youth

Recommendation:

The Operations Committee and the administrative staff are recommending contract renewal for PY 2009 (July 1, 2009 – June 30, 2010) for the following:

Ionia ISD – serving Ionia County

Wagner-Peyser
WIA Adult
WIA Dislocated Worker
WIA Youth

GIRESD – serving Montcalm, Isabella, and Gratiot County

Wagner-Peyser
WIA Adult
WIA Dislocated Worker
WIA Youth

Funding awards per contractor will be based on the approved formula (updated factors where applicable) for each funding source.

MOTION WAS MADE AND SUPPORTED TO APPROVE THE WAGNER PEYSER, WIA ADULT, WIA DISLOCATED WORKER, AND WIA YOUTH PY 2009 CONTRACT RENEWALS AS RECOMMENDED. Motion carried unanimously.

○ **WIA Youth Funding Reserve for Foster Youth Programming for PY 2009**

The foster youth initiative was developed to target this specific population to assist them in preparing for independence by tailoring services to each enrolled foster youth. Foster youth are exposed to a variety of careers which assist them with pursuing a career of choice. They have access to all WIA Youth services, including the ten mandatory elements. Foster youth are connected with appropriate and positive resources to meet their needs and goals. Success is measured by meeting or exceeding required WIA performance measures and outcomes.

In PY 2008, a pot of funding (\$200,000) was ear-marked specifically to serve this population. The contractors were awarded funding as of February 2009.

Recommendation:

Foster youth remains a population that is in need of a strong foundation of services that provide opportunities to become independent, self-sufficient, and productive citizens. CAMWC administrative staff recommends the following:

1. Foster youth remain a “targeted” population. All WIA services would continue to be provided under a separate WIA Foster Youth contract.
2. Set-aside \$200,000 of the PY 2009 Youth Allocation to continue to serve the foster youth population in the four-county service area. Contract awards would be made based on the approved funding formula for WIA Youth.

MOTION WAS MADE AND SUPPORTED TO APPROVE THE WIA FOSTER YOUTH RECOMMENDATION AS PRESENTED. Motion carried unanimously.

o **PY 2009 Updated Funding Formula**

Ms. Bloomfield explained that the Boards approve the funding formula. The formula is then used to release funding to the contractors. The formula factors for Wagner Peyser, WIA Adult, and WIA Dislocated Worker have been updated. The formula factors for WIA Youth would remain the same. The Committee and administrative staff are recommending approval of the revised PY 2009 funding formula.

Proposed Wagner Peyser and WIA Sub-region Funding Formula					
PY 09 Update					
	Gratiot	Ionia	Isabella	Montcalm	Total
Wagner Peyser					
Labor Force	19559	30285	38864	26547	115255
Funding Availability Based on Percent of Region Labor Force	17.0%	26.3%	33.7%	23.0%	100.0%
Data source: LMI 2008 Unemployment Statistics - Annual Average					
WIA Adult and Dislocated Worker					
Labor Force	19559	30285	38864	26547	115255
Unemployment	1861	2612	2341	3135	9949
Unemployment Rate	9.5%	8.6%	6.0%	11.8%	8.6%
Recommendation: Funding Availability Based on Percent of Region Unemployed	18.7%	26.3%	23.5%	31.5%	100.0%
Data source: LMI 2008 Unemployment Statistics - Annual Average					
WIA Youth					
Youth Population 15-19	3,401	4,919	8,798	4,583	21701
Percent of Region	15.67%	22.67%	40.54%	21.12%	
75 percent	11.75%	17.00%	30.41%	15.84%	75.00%
1999 Poverty Status (Families)	757	1,034	971	1,201	3,963
Percent of Region	19.10%	26.09%	24.50%	30.31%	
25 percent	4.78%	6.52%	6.13%	7.58%	25.00%
Recommendation: Funding Availability Based 75 percent of region youth population and 25 percent of region poverty	16.5%	23.5%	36.5%	23.4%	100.0%
Data source: U.S. Census Bureau, Census 2000, Table DP-1					

MOTION WAS MADE AND SUPPORTED TO APPROVE THE WAGNER PEYSER AND WIA SUB-REGION FUNDING FORMULA FOR PY 2009. Motion carried unanimously.

- **Outreach Committee (Steve Foster)**

The Committee met on April 15, 2009.

- **United Solar Incumbent Worker Proposal**

The Committee discussed the United Solar Incumbent Worker proposal that had a deadline of April 15, 2009. The company was unable to find the \$20,000 match funding that was required for CAMWC funding of the proposal. The Committee approved a motion to have the proposal expire and to encourage the company to apply for Incumbent Worker funding for the program that will begin July 1, 2009.

- **Work-Flex Waiver Request**

The Committee heard an explanation of the Work-Flex waiver, the current waiver, and the interest and request to pursue another waiver for the next program year. A new waiver would be effective for two years and would allow for the targeting of 10% of the WIA Adult, DW, and Youth allocations for Incumbent Worker funding. Ms. Bloomfield indicated that an Incumbent Worker budget would be brought back to the Committee once the state releases funding allocations. The Committee is recommending approval of the Work-Flex waiver request. It was noted that approval of the waiver request would result in a modification of the Comprehensive Five-Year Plan.

MOTION WAS MADE AND SUPPORTED TO APPROVE THE WORK-FLEX WAIVER REQUEST. Motion carried unanimously.

- **West Michigan Green Parts Regional Skills Alliance (GPRSA)**

Board members received a synopsis on the Alliance. The GPRSA will focus on manufacturers in or looking to enter the alternative energy sector. Workforce training issues addressed by the GPRSA will include training for management on strategic planning, sales, and market diversification skills. After establishing this new sector, there may be a need for subsequent workforce training in skills such as precision welding, metric form of measurement, and ISO standards. The Committee members thought CAMWC should continue participation with the initiative including the inclusion of a small amount of Incumbent Worker funding to support diversification scholarships for companies.

It was the consensus of the Board members to become involved with the West Michigan GPRSA and to pledge \$10,000 of Incumbent Worker funding for this initiative.

WIB MEMBERSHIP

The following WIB members are being recommended for reappointment to the Board for three-year terms.

<u>Workforce Board Membership Reappointments</u> (07-01-2009 to 06-30-2012)		
Name	Sector	Agency/Organization
Batchelder, Tom	Private	Mid-Michigan Family Consultation Center
Howard, Dorothy	Private	Gaertner & Howard, CPA's, P.C.
Knox, Jeff	Private	Brown Company of Ionia, LLC
Schurr, Don	Economic Dev.	Greater Gratiot Development, Inc.
Yost, George	Labor	Mid-Michigan Central Labor Council

Phil Larson has retired from the Michigan Department of Human Services. Steve Yager served as Mr. Larson's alternate on the WIB. A written request has been received from the State Office of the Michigan Department of Human Services requesting that the WIB consider the appointment of Steve Yager to fill the seat vacated by Mr. Larson.

Don Burns, current MCC President, is retiring at the end of June. The College is requesting that Dr. Burns' successor, Robert Ferrentino, J.D., be appointed to the WIB, thus continuing their representation on the WIB.

Currently, there is one Private Sector vacancy on the Board (as a result of the resignation of Dale Howard). The Board received a nomination for David Walker, Quality Systems Manager for Granco Clark in Ionia.

<u>WIB Board Membership Appointments</u>		
Yager, Steve	Other	Department of Human Services
Ferrentino, Robert	Education	Montcalm Community College
Walker, David	Private	Granco Clark

Terri Rommel (Masonic Pathways) is requesting that Kelly Rule (HR Manager for Masonic Pathways) be approved as her designated WIB alternate. Ms. Bloomfield noted that Kelly Rule is the daughter-in-law of Mary Ellen Rule, CAMWC's grievance officer. The administrative staff does not feel that there is a conflict with the appointment. Further, should any issues arise where a conflict occurs, Ms. Rule (Kelly) would need to abstain from voting.

<u>WIB Alternate Appointment</u>	
Rule, Kelly	Alternate for Terri Romel – Private Sector/Gratiot County

MOTION WAS MADE AND SUPPORTED THAT THE PROPOSED MEMBERSHIP RECOMMENDATIONS BE FORWARDED TO THE CAMWC BOARD OF DIRECTORS FOR FORMAL APPOINTMENT/REAPPOINTMENT. Motion carried unanimously.

PLAN APPROVAL/MODIFICATIONS

- **FY 08 Service Center Excess Carry-In Plan Modification**

Period: July 1, 2008 - June 30, 2009

Additional Allocation: \$8,001

- **Total Allocation \$99,007** (Previous allocation - \$91,006)

Purpose of Plan:

- Service Center Operation funds may be used in support of all activities to improve customer service, inform and educate the public about the service centers, and upgrade facilities.
- Funding may not be utilized to purchase or maintain participant reporting systems or job matching systems that duplicate those provided by the state.
- BWP will work with the MWAs to explore options to increase efficiency and expand the capacity of the statewide system to meet local program operational needs.

Staff Comments:

- Requires quarterly narrative reports detailing the activities supported by this funding.

- **PY 08 ARRA (American Recovery and Reinvestment Act) WIA Plan**

Program Year: February 17, 2009 - June 30, 2011 (MWAs will be limited to a 15% carryover as of June 30, 2010.)

Allocation:

	ARRA Allocation
Adult	\$707,120
Dislocated Worker	\$1,189,458
Youth	\$2,182,257

Purpose of Plan:

- Funding provided is designed to supplement existing WIA activities in order to substantially increase the number of customers served and the number of those customers who receive training. Recovery Act funds should be used concurrently with existing PY 2008 and PY 2009 WIA funds and should not replace funding currently dedicated to workforce development or be used to replace services that are otherwise available.

WIA Adult

- Any allowable WIA adult activity is allowable using Recovery Act funds, including supportive services and needs related payments.

WIA Dislocated Worker

- Any allowable WIA dislocated worker activity is allowable using Recovery Act funds, including supportive services and needs related payments.

WIA Youth

- These funds can be used to provide youth activities in accordance with the WIA, Section 129(c). Any Allowable WIA youth activity is allowable using Recovery Act funds. However, a strong emphasis is being placed on summer employment opportunities for youth as reflected in new requirements for summer youth programs.
- Eligibility for youth serviced with Recovery Act funds are the same as the traditional WIA youth program, with the exception that the maximum age of eligibility has been increased to 24 years of age.

The updated funding formula will be used to distribute contractor funding.

• **PY 2009 WIA Draft Allocations**

WIA Adult

Program Year: July 1, 2009 – June 30, 2010

Purpose of Plan:

- Establishes funding for the WIA Adult program.
- Identifies transfers of funds from the adult allocation to the dislocated worker allocation.

	PY 09	PY 08	Difference (\$)	Percent	PY 08 to PY 07 Difference
Draft Allocation	\$1,248,812.00	\$1,450,583.00	(\$201,771.00)	-13.91%	\$380,010.00

WIA Dislocated Worker

Program Year: July 1, 2009 – June 30, 2010

Purpose of Plan

- The WIA Dislocated Worker program funding is allocated to MWAs by formula each Program Year (PY) to provide assistance to Dislocated Workers.
- Identifies transfers of funds from the adult allocation to the dislocated worker allocation.

	PY 09	PY 08	Difference (\$)	Percent	PY 08 to PY 07 Difference
Draft Allocation	\$1,135,917.00	\$2,446,546.00	(\$1,310,629.00)	-53.57%	(\$215,118.00)

WIA Youth – Formula Funded Plan

Program Year: July 1, 2009 – June 30, 2010

Purpose of Plan

- The WIA Youth program funding is allocated to MWAs by formula each Program Year (PY) to provide assistance to eligible youth.
- Serves youth who are 14 – 21 and low-income.

	PY 09	PY 08	Difference (\$)	Percent	PY 08 to PY 07 Difference
Draft Allocation	\$1,708,420.00	\$1,932,856.00	(\$224,436.00)	-11.61%	\$461,904.00

Contract Awards

Contractor amounts are based on pre-approved updated formula factors.

• **FY 09 GF/GP Jet Expansion Plan Modification**

Program Year: October 1, 2008 - September 30, 2009

Allocation: \$129,953

Purpose of Plan:

- The Department of Human Services (DHS) was appropriated GF/GP expansion funding in their FY 2009 budget to supplement the JET program. The DHS has transferred the funds, via interagency agreement, to the Michigan Department of Energy, Labor & Economic Growth (DELEG) for distribution to the MWAs.
- The JET GF/GP expansion funds may be expended in the same manner as the regular JET GF/GP funds but must be tracked separately under Fund Source 43, Fund Type E.

- *Funding will be distributed to the contractors based on the approved funding formula.*

CONTRACTOR ALLOCATIONS

	Percent of Allocation for Contract Awards
MMI	79.92%
Ionia ISD	20.08%

Ms. Bloomfield distributed a handout on the reductions for WIA Adult, DW, and Youth funding by MWA. She reported that she has been in contact with the State regarding CAMWC receiving the greatest reduction of all MWAs for the three funding sources.

MOTION WAS MADE AND SUPPORTED TO APPROVE THE PLAN, PLAN MODIFICATIONS, AND CONTRACTOR AWARDS AS PRESENTED. Motion carried unanimously.

ADMINISTRATOR'S REPORT

- Mr. Van Nieuwenhuyzen reported the DHS is losing funding, and that EightCAP, Inc. hopes to fill in some of the cracks with Community Services Block Grant (CSBG) ARRA funding.
- Board members received a handout on the budget cutting **Executive Order**. As a result, CAMWC has two funding pots that are in jeopardy:
 - **GF/GP NWLB** -- \$62,343 – All funding has been spent. Funding can not be recaptured.
 - **GF/GP Proposals** -- \$437,699 -- \$181,478 has been spent; DELEG could recapture \$256,191 (contractor—G-IRES).

The status of the Incumbent Worker funding is unknown at this time.

- The **Keep Learning** initiative is growing legs. The Committee has met again and there is interest in moving forward. Carolyn Bennett has volunteered to develop some action steps for the project.
- Board members received copies of a *Lansing State Journal* article (published 5/3/09) titled ***Knowledge is only path to prosperity.*** The article discusses Michigan's need to invest in the young, educated.
- **Status Report**—The report indicated \$14,531,622 in funding available, with \$7,072,243 expended as of April 30, 2009.
- Ms. Bloomfield, Tom Batchelder, and Ron Retzloff (CAMWC Board Chairperson), participated in legislative visits in Lansing on April 22, 2009.
- Mr. Van Nieuwenhuyzen gave an update on the EightCAP, Inc. Weatherization program ARRA ramp-up, indicating that 2 intake workers and 6 new inspectors had been hired. However, no

actual weatherization work has begun. The State is still waiting for the Federal DOL to develop the contractor bid protocol. Building space has been leased in Edmore for a Field Office for the Weatherization program.

MEMBER ROUNDTABLE

Board members shared information and happenings from their local areas.

It was announced that Don Burns was attending his last meeting of the WIB. Dr. Burns was recognized for his contributions to the WIB and the CAMWC region.

MICHIGAN WORKS! CONFERENCE

The conference will be held on September 13-15, 2009, at the Soaring Eagle Resort and Casino in Mt. Pleasant. Interested Board members were asked to contact Jan Lacy prior to the July 6th early bird registration deadline.

OTHER BUSINESS

- The Committees will meet in June.
- **July Meeting Date and Time** – ***MOTION WAS MADE AND SUPPORTED TO HOLD THE JULY MEETING ACCORDING TO THE CURRENT 3RD WEDNESDAY @ 5:30 PM SCHEDULE (July 15, 2009). Motion carried unanimously.***

ADJOURNMENT

The meeting adjourned by consensus at 6:50 pm.