

**CENTRAL AREA MICHIGAN WORKS! CONSORTIUM
WORKFORCE INVESTMENT BOARD (WIB)
January 20, 2010
Maxfield's Restaurant * Wyman**

Members Present: Tom Batchelder, Carolyn Bennett, Doug Bush (alt. for Terry Baker), Dennis Dunlap (nonvoting member), Robert Ferrentino, Steve Foster, Dorothy Howard, Jeff Knox, Carolyn Newell, Kelly Rule (alt. for Terri Romel), Erin Roberts, Don Schurr, Diane Smith, Ralph Ward, Robin Whitmore, Kenton Schulze (alt. for Steve Yager), and the WIB (ES Rep.)

Members Absent: Tim Flynn, Franz Mogdis, Mary Peterson, Jeremy Sheets, Bruce Traverse, David Walker, and George Yost

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

Guests Present: Dr. Jan Amsterburg, GIRES D
Kimberly Antonides, MMI
Tim Antonides, Guest
Kimberly Becker, EightCAP, Inc./CAMWC
Representative Brian Calley, House District 87
Sheila Clark-Hodge, GIRES D
Luann Dunsford, Michigan Works! Association
Shirl Graham, MMI
Shelly Keene, EightCAP, Inc./CAMWC
Malorie Kersten, Michigan Works! Association
Anisa Mazuca, Michigan Works! Association
Jason Moulter, Alumni of the Year Honoree
Kelly Moulter and Family, Guests
Amy O'Brien, EightCAP, Inc./CAMWC
Karen Perkins, ICISD
Ron Retzliff, Montcalm County Commissioner/CAMWC Board
Jessica Sommer, GIRES D
Suanne Tasker, GIRES D
Robin Wirth, ICISD

With a quorum present, the meeting was called to order at 5:35 pm by Tom Batchelder, Chairperson.

APPROVAL OF MEETING MINUTES

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

PUBLIC COMMENT

Luann Dunsford, Michigan Works! Association Chief Executive Officer, introduced herself and her staff members Malorie Kersten, Public Relations Coordinator, and Anisa Mazuca, Executive Coordinator.

COMMITTEE REPORTS

- **EAG – WIB Member – Education Sector Nomination**

Terry Baker, Shepherd Public Schools Superintendent and current WIB Education Sector member, is unable to participate on the WIB due to commitments associated with the school district's extensive construction projects. The EAG has nominated Doug Bush, Shepherd High School Principal and current WIB alternate for Terry Baker, to replace Mr. Baker on the WIB. The EAG has also nominated Mike Pung, Mt. Pleasant Area Technical Center Director, as Mr. Bush's designated WIB alternate.

MOTION WAS MADE AND SUPPORTED TO RECOMMEND TO THE CAMWC BOARD OF DIRECTORS THE APPOINTMENT OF DOUG BUSH AS A WIB EDUCATION SECTOR REPRESENTATIVE AND MIKE PUNG AS THE DESIGNATED WIB ALTERNATE FOR DOUG BUSH. Motion carried unanimously.

PLAN APPROVAL/MODIFICATIONS

- **Michigan Works! System Plan**

Period: January 1, 2010 – December 31, 2010

Purpose of Plan: Nonfinancial document to transmit applicable assurances, certifications, and stipulations for programs funded through the Bureau of Workforce Programs (BWPs), while requesting basic, local administrative procedure and policy.

Local Plan/Impact:

- Approved plan is required for any funding to come to the local area.
- Plan stipulates Central Area Michigan Works! Consortium will abide by all laws and regulations as identified but not limited to.
- Plan stipulates Central Area Michigan Works! Consortium will indemnify, defend and hold harmless the state and its departments.
- Plan identifies the MWA's procedures for accounting, procurement, grievance, veterans' right to services, monitoring and one-stop operator.
- ***The Central Area Michigan Works! Consortium Workforce Investment Board has been selected as the one-stop operator. This is a continuation of the current policy.***
- ***The WIB Vice-Chair is designated as an alternate signatory for WIB Chair (per Bylaws).***

- *The Administrator is designated as an alternate signatory for CAMWC Chief Elected Official.*
- **FY 09 JET-DHS Employment-Related Support Services Plan (based on draft policy)**

Program Year: October 1, 2009 – September 30, 2010

Allocation:

- **Draft - \$106,000**
 - Gratiot - \$26,000 (same as last year)
 - Isabella-\$60,000 (same as last year)
 - Ionia - \$20,000 (decrease of 10,000)
 - Montcalm - \$0 (decrease of 30,000)

Purpose of Plan:

- Funds must be expended exclusively to provide employment-related supportive services to Family Independence Program (FIP) recipients in accordance with DELEG policy, and within policy established by the MWA.
- The MWA's will not refer the FIP participant back to the FIA for employment-related supportive services unless all supportive service funding has been exhausted.
- Administrative costs will not be taken against the allocation. These funds are solely for the purpose of providing employment-related supportive services to JET/FIP participants.

Contract Awards – Conditional Approval

A separate contract must be written for each transfer of funds. Administrative costs are prohibited. The contracts will be written with the current JET providers. Supportive services in accordance with state policy are allowable for the period October 1, 2009 – August 31, 2010.

1. Mid-Michigan Industries \$26,000 (Gratiot County)
2. Mid-Michigan Industries \$60,000 (Isabella County)
3. Ionia ISD \$20,000 (Ionia County)

- **WIA Statewide Adult Funding**

Program Year: December 1, 2009 – June 30, 2011

Allocation: \$1,327,000

Purpose of Funding/Plan:

- The State of Michigan has awarded CAMWC with \$1,327,000 in WIA Statewide Adult funding. CAMWC has an expansive wait list with 161 participants as of November 20, 2009. With the large number of job seekers, our wait list increases daily.

- Considering the priority for long-term training with the emphasis on connecting workers to education and training programs that will lead to a certificate or degree of value and a job in a growing sector of the economy, CAMWC requested WIA Statewide funding be available through June 30, 2011. This will allow for participants to complete training programs that will assist in placing them back in to the labor market.
- GIRESD will be granted the funds necessary for the current waitlist. The remaining balance will be allocated to GIRESD and Ionia County ISD based on waitlist submissions. Contractors will be requested to submit current waitlists weekly.

Local Plan/Contract Award:

- CAMWC will distribute funds to GIRESD and Ionia County ISD on an as need basis.
- As of November 20, 2009, there were 161 individuals on GIRESD WIA Adult funding waitlist with a tuition request of \$919,322.21.
- As of November 20, 2009, there were 0 individuals on the Ionia County ISD WIA Adult funding waitlist with a value of \$0.
- GIRESD will be awarded the funds necessary for their waitlist.
- Adjusted allocations will be given to contractors based on weekly waitlist submissions up to full obligation of the funding. Contracts will be modified on a monthly basis.
- 9.69% will be added to the tuition request for wrap-around services including but not limited to staffing, assessment, and support services.

• **WIA Dislocated Worker – Rapid Response Funding**

Program Year: July 1, 2009 – June 30, 2011

Allocation: \$500,000

- \$300,000
- \$200,000

- CAMWC has requested \$500,000 in WIA Dislocated Worker funding. As of December 19th, there were 44 people on a wait list.
- Considering the priority for long-term training with the emphasis on connecting workers to education and training programs that will lead to a certificate or degree of value and a job in a growing sector of the economy, CAMWC funding will be available through June 30, 2011. This will allow for participants to complete training programs that will assist in placing them back in to the labor market.
- GIRESD will be awarded funding based on their current wait list. The balance will be allocated to GIRESD and Ionia County ISD based on wait list submissions. Contractors may submit wait lists on a weekly basis.

Local Plan/Contract Award:

- CAMWC will distribute funds to GIRESD and Ionia County ISD on an as need basis.
- As of December 19, 2009, there were 44 individuals on GIRESD WIA DW funding waitlist with a tuition request of \$258,076.

- GIRESD will be awarded the funds necessary for their waitlist.
 - Adjusted allocations will be given to contractors based on weekly waitlist submissions up to full obligation of the funding. Contracts will be modified on a monthly basis.
 - 10.13% will be added to the tuition request for wrap-around services including but not limited to staffing, assessment, and support services.
- **WIA Dislocated Worker and Youth Excess Carry-In Funding Distribution Plan Modification (based on draft policy)**

1. **WIA Dislocated Worker** – formula funding

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

Purpose of Plan:

- Distribution of excess carry-forward funding.
- Dislocated Worker funding was subject to a 15% carry forward limitation.
- Excess carry forward is recaptured by DELEG and redistributed to MWAs that did not have excess carry forward.

	PY 09
Allocation	1,137,881
Excess Carry-In Allocation	42,338
Total Allocation	\$ 1,180,219

2. **WIA Youth** – Formula Funding

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.
- Distribution of excess carry-forward funding.
- Youth funding was subject to a 15% carry forward limitation.
- Excess carry forward is recaptured by DELEG and redistributed to MWAs that did not have excess carry forward.

	PY 09
Allocation	1,708,420
Excess Carry-In Allocation	48,617
Total Allocation	\$ 1,757,037

Contract Awards:

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

• **Trade Adjustment Assistance Administrative Funding Allocations and Case Management Plan – FY 10 (based on draft policy)**

Program Year: October 1, 2009 - September 30, 2010

Background/Program Policy:

The TGAAA of 2009 (the amended Trade Act) requires states/locals to provide case management services to adversely affected workers and designates funds for that purpose. The DELEG/BWT has further identified \$1,850,000 in a combination of TAA and Reemployment Services (RES) ARRA Wagner-Peyser funding to be used in support of TAA case management activities.

The TGAAA now requires case management services are offered and/or provided to adversely affected workers. MWAs must use at least 50% of their administrative funding for case management services for participants certified under TGAAA. MWAs will continue to receive a maximum of 10% of allowable administration based on TAA programmatic (training, job search, or relocation) expenditures incurred year-to-date.

MWAs will be awarded RES ARRA Wagner-Peyser funding to be used for case management services for adversely affected TAA certified workers.

MWAs may request TAA funding through the MARS system for case management services provided to TGAAA participants. This funding will not be available to MWAs until they have completely expended and closed out their RES ARRA Wagner Peyser funding.

The TAA administrative and case management funding may **only** be used to support participants that have been certified under TGAAA. Funding other than TAA must be used to support reemployment services for participants certified under TAA of 2002.

As previously stated, MWAs may only use the RES ARRA Wagner Peyser administrative funding for TAA participants who are UI claimants. However, unlike TAA Case Management funding, the RES ARRA Wagner Peyser is not limited to TGAAA participants.

Contract Awards:

RES ARRA Wagner Peyser funding will be awarded to the contractors based on participants served in the program that ended September 30, 2010.

Performance Summary		Ionía TAA	GIRESD TAA
Participants	New Enrollments (10/1/08 to 9/30/09)	118	147
	Carry-Ins (as of 9/30/08)	116	1170
	Total Participants	234	1317
	Percentage	15.1%	84.9%
Allocation	RES - \$30,087	\$ 4,539	\$ 25,548

Additional funding requests of TAA Case Management funding to be used for TGAAA participants only will be based on need. Funding awards will follow requests. (Example: GIRESD makes a funding request – CAMWC receives funding via DELEG – funding would be awarded to GIRESD only).

MOTION WAS MADE AND SECONDED TO SUPPORT THE PLANS, PLAN MODIFICATION, AND CONTRACT AWARDS AS PRESENTED. Motion carried unanimously.

ENTREPRENEURSHIP SUPPORT/DEVELOPMENT

- **Gratiot County/Greater Gratiot Development/SBTDC**—Don Schurr indicated that Economic Development in every area works with Small Business Technology Development Centers (SBTDC) in the state. SBTDCs are a statewide network providing services for emerging and growing small businesses. For Gratiot and Isabella counties, the SBTDC is out of Mid-Michigan Community College's offices in Mt. Pleasant. They come into Gratiot County one to two times per month. Mr. Schurr noted that the availability of counseling and seminar assistance isn't getting out to the public. His office has been impacted by this as many potential entrepreneurs are contacting him through referral from financial institutions, when they haven't even completed the steps necessary before seeking his services. His office encourages interested individuals to seek services from the local SBTDC.

In working with the Gratiot Area Chamber of Commerce, they have decided to make the seminars available in a more public place (Alma Public Library) on a routine basis and start the development of a campaign to provide the information to the public, financial institutions, and Michigan Works! in order to engage the people that seem to be appropriate for this opportunity. Mr. Schurr proposed that the WIB engage with all four counties to try to put together a small pot of money for an advertising campaign, PSAs, flyers, website postings, etc., to announce the availability of these services. He has touched bases with his local SBTDC office, and they have indicated that they felt it was a great idea. Discussion was held on establishing an Ad Hoc Committee for this purpose.

Ms. Bloomfield indicated that this isn't the only county having this conversation. There are some initiatives taking place in Montcalm County as well. She noted that the State has a rolling RFP out around development of sectorial strategies. She met with MCC today where discussion came up about this issue—is there the possibility of putting together a sectorial strategy for our four counties and being very clear to the State as to why it should be just our four counties and not other regions? She further indicated that there might be places that can be looked at for possible pots of money. Discussion [at the MCC meeting] also centered around what is happening at CMU and moving that out into other counties so that we can use it to grow more entrepreneurial centers.

- **Greenville:** Bob Ferrentino indicated the MCC has convened a couple of meetings, in conjunction with Michigan Works!, Chamber of Commerce, and a few other potential partners, on the idea of advancing the culture of entrepreneurship—how to attract, inform, and encourage potential entrepreneurs. Regarding funding, Mr. Ferrentino noted that there may be some

stimulus funds available. Discussion has also been held on incubators—the pros and cons. The group is planning to meet again on Friday, January 22nd, to continue these discussions.

Regarding an Ad Hoc Committee, volunteers were encouraged to speak to Ms. Bloomfield after the meeting. The Economic Development representatives on the Board—Schurr, Bennett, and Smith volunteered to serve on the Committee.

ADMINISTRATOR'S REPORT

- **Federal/State Update**—The nation is watching a lot of things going on, and we are hoping that they are all thinking about WIA Reauthorization. State MWA directors are working hard with the Michigan Works! Association to form a proactive position on this issue, as well as other things that are affecting us in the state.

Mr. Van Nieuwenhuyzen recently attended a meeting with the Department of Corrections about the MPRI and its possible continuation.

EightCAP has identified funding through CSBG ARRA to help Michigan Works! clients with supportive services such as rental assistance, mileage reimbursement, car insurance, car repair, job/interview clothing, etc.

- **RSA Initiatives**

Healthcare—CAMWC is currently in two Healthcare RSAs—West Michigan and East Central. Ms. Bloomfield noted that she had recently attended a meeting of the East Central RSA. This RSA is looking at scheduling for clinicals for the technical occupations, i.e. speech therapist. They are also looking at a screening tool for individuals interested in entering healthcare occupations. The West Michigan RSA will not be meeting until next month.

Green—CAMWC was part of a grant application submitted for Michigan State Energy Sector Partnering for Solar and Wind Energy. The application made it to the 2nd level, but didn't go any further. The players have met to discuss what went wrong.

Advanced Manufacturing—An Advanced Manufacturing RSA is being discussed. The region to be covered by this RSA would include Barry, Branch, Calhoun, Kalamazoo, Saint Joseph, Gratiot, Ionia, Isabella, Montcalm, Kent, Allegan, and Ottawa. The RSA would explore the possibility of seeking funds to increase the number of skilled workers in the region, thus enabling manufacturing companies to have a more ready supply of workers. This would also allow for higher education with ladders to advanced education, thus strengthening the region.

- **Elevate America**—The State of Michigan has been given 71,000 vouchers by Microsoft Corporation to upskill workers in Michigan. Essentially, it will provide individuals with an opportunity to learn the Microsoft Office Suite—one or all parts of it—and test for certifications that they can show prospective employers. Staff is looking at mechanisms to implement the program and how to use it in our incumbent worker toolbox.
- **Leadership Montcalm – Labor Market Information (LMI)** —Ms. Bloomfield has been asked to give a presentation to Leadership Montcalm in February. Board members were

provided with a LMI handout on “Jobless Rates Edge Upward in Most Regional Counties in November.” She noted that page 5 of the handout indicated that Isabella County had the lowest jobless rate in November 2009—8.5. She encouraged Board members to not get trapped by the low number and the assumption that the county is doing very well—there are still challenges in Isabella County. She further stated that we need to remember what their sector is based on (Service) and the fact that there is still a relatively high poverty rate in the county.

- **Status Report**—The report indicated \$11,408,079 in funding available, with \$5,658,747 expended as of December 31, 2009.

OTHER BUSINESS

- The Committees will meet on Wednesday, February 17, 2010.
- Mrs. Bennett noted that there will be a Keep Learning meeting on Tuesday, January 26th, at MCC. She encouraged all WIB members that represent economic development to attend.
- Mr. Schurr announced that the first of three expected wind turbine projects in Gratiot County is ready to get off the ground. Wind Resource and Invenergy is hosting an open house in Breckenridge from 6 to 8 p.m. on February 17, 2010, in the center. The project is located in the Breckenridge area and includes Wheeler, Bethany, Emerson and Lafayette Townships.

Representative Brian Calley

Representative Brian Calley was present at the meeting and spoke on the topic “What Does the Future Hold.”

ADJOURNMENT

MOTION WAS MADE AND SUPPORTED TO ADJOURN. Motion carried unanimously.
The meeting adjourned at 6:58 pm to the Alumni Ceremony.

Alumni Celebration Information: Each year CAMWC hosts a celebration honoring individuals who represent the success of workforce development program participants. The celebration recognizes individuals for their hard work, determination, and the will to be economically self-sufficient. This year’s honorees included:

Kristen Brown	Listening Ear	Gratiot County Nominee
Jessica McDowell	Heartland Health Care Center	Ionia County Nominee
Timothy Lipps	Mid-Michigan Medical Center	Isabella County Nominee
Jason Moulter	Admiral Petroleum	Montcalm County Nominee

From the honorees, one outstanding participant was selected to represent CAMWC at the statewide Alumni Celebration. Jason Moulter, along with 24 other alumni from across the state, will be recognized for his success at the Michigan State Capitol on January 26, 2010.