

Minutes

Workforce Development Board
June 16, 2009
12:15 p.m.
Baker College/The Meeting Place

I. CALL TO ORDER:

The meeting of the Muskegon/Oceana Consortium Workforce Development Board was called to order by Chair, Sherry White, at 12:37 p.m.

II. ROLL CALL:

Members Present: Bessie Aaron, John Arnoldi, Judy Bosma, Louis Churchwell, Mary Ann Herbst, Vicky Hilliard Char Holloway, Jane Johnson's alt. Gary Tornga, William Lowry, Mark Mangione, Robert Moritz, Tom O'Brien, Christine Robere, Lisa Stafford, Lisa Velez, and Sherry White

Members Excused: Ed Garner, Dave Johnson, Jane Johnson, Russell Kopp, Steven Meyers, Wendi Rudholm, and Bobbi Spence

Also Present: Blanche Smith-FSWDC, Dick Carlson-GWIWDC, Valarie Thompson-WLWDC, Ann Herrygers-OETWDC, Chris Whitman-OVWDC, Janice Knox-Foster and Judy Greer-HTSWDC, Ed Felt-OETWDC, Lynn Prevost-OETWDC Participant, Susan Johnson and Robin Policka-EWP, Terry Williams-West Michigan Therapy, Erin Kenny, Shiray L. Watson and Tracy DeMarse-DET

III. MINUTES:

-WDB-08-33-It was moved by Bessie Aaron, supported by William Lowry to approve the minutes of the May 19, 2009, Muskegon/Oceana Consortium's Workforce Development Board meeting, as presented.

Motion Carried.

IV. CHAIR'S REPORT:

- Ms. Sherry White introduced Mr. Ed Felt, Director, Oceana Employment & Training Workforce Development Center (OETWDC). Ed informed the group that when he thinks of a success story, he thinks of OETWDC's participant, Lynn Prevost. Instead of telling her story, Ed allowed Ms. Prevost to speak for herself.

Ms. Lynn Prevost stated that her initial contact with Michigan Works! was through the White Lake office. She moved, so she was referred to OETWDC. Ms. Prevost stated that both agencies were always supportive and helpful. She received assistance with transportation, car repair, training and auto insurance. Her initial training was at MTEC where she attended a 6-month course. Ms. Prevost said that she was able to find employment here and there, but nothing permanent; therefore, she found herself back at Michigan Works! Ms. Prevost successfully completed a medical terminology class as well. Finally, Lynn was approved for the No Worker Left Behind Program, which allowed her to return to school and receive training to be a Certified Nurses Aide. She has passed her state exams and is now an in-home Certified Nurses Aide with Oceana Counseling for the Aging. Ms. Prevost thanked Michigan Works! for the programs and all the assistance they extended to her. Lynn added that she speaks very highly about the programs offered by Michigan Works! and encourages others to contact them for assistance.

V. MICHIGAN PRISON REENTRY INITIATIVE (MPRI) REPORT:

- Received, as information, a copy of the most recent Participant Activity and Financial Report data for the Michigan Prison ReEntry Initiative (MPRI).
- Mr. John Arnoldi gave a brief update on the state of MDOC and the impact the closing of the Muskegon Correctional Facility on the community.

VI. WORKFORCE INVESTMENT ACT QUARTERLY PERFORMANCE REPORT:

- Received, as information, the PY'08 Quarterly Performance Report covering the period July 1, 2008 through March 31, 2009.

VII. WELFARE REFORM MONTHLY REPORT:

- Received, as information, the FY09 Welfare Reform Monthly Report for the time period October 1, 2008 through March 31, 2009.

VIII. AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) SUMMER YOUTH EMPLOYMENT PROGRAM:

- Erin M. Kenny gave a brief summary of the ARRA Summer Youth Employment Program Contracts. After acquiring and analyzing budgets from the current youth program providers for this program, a \$400 unit of service cost per participant for the administrative portion of the program has been calculated. The \$400 will be paid at various payment points to ensure the continuous flow of administrative resources to operate the program. This unit of service calculates to approximately 12% administrative cost, based on providing services to an estimated 400 youth. Providers will be capped to actual, allowable program expenditures, as provided in their final budgets.

-WDB-08-34-It was moved by William Lowry, supported by Bessie Aaron, to approve the \$400 unit of service cost per participant for the administrative portion of the program. The \$400 unit of service is to be paid a various payment points.

IX. EMPLOYER SERVICE CONTRACTS:

- Due to Paul Roy's retirement and the unresolved issues with the Department of Energy, Labor and Economic Growth (MDELEG) monitoring unit related to our contracting and payment processes, a decision was made to delay the bidding of the Employment Services program. It is necessary to seek an extension of the current Employment Service Contracts to allow the appropriate staff additional time to explore the continued performance-based contract and payment methodology.

-WDB-08-35-It was moved by William Lowry, supported by Judy Bosma, to approve a 90-day extension of the current Employment Service Contracts to allow the appropriate staff additional time to explore the continued performance-based contract and payment methodology.

X. OJT COMMITTEE REPORT:

- Received the Voucher Funding Analysis reflecting activity through June 2009, WDB approvals.

- June Classroom Voucher Training requests for \$40,253.80 were presented for approval.

-WDB-08-36-It was moved by Robert Moritz, supported by William Lowry, to approve the June Classroom Training Voucher Requests based upon the availability of funds.

Motion Carried.

-WDB-08-37-It was moved by Robert Moritz, supported by William Lowry, to approve the following requests for OJT positions, not to exceed \$43,947.28, based upon the availability of funds:

<u>EMPLOYER</u>		<u>OCCUPATION</u>	<u>COST</u>
Day Spring, Inc.	1	Personal Care Asst.	2,000.00
J. S Hackley Enterprises	1	Maintenance	2,000.00
Muskegon Family Care	1	H. R. Manager	2,000.00
Sanctuary At McAuley	1	CENA	2,000.00
Seminole Shores Living Center	1	Resident Aide	2,000.00
Wesco, Inc. 51	1	Sales Associate	662.30
	1	Sales Associate	1,184.00
	1	Deli Associate	910.20
West Michigan Therapy	1	Billing Coordinator	2,000.00
	1	Finance Manager	2,000.00
	1	Subst. Abuse Therapist	2,000.00
West Michigan Tube/Wire Foam	1	Tube/Wire Bender	2,000.00
	<u>1</u>	Lead Person In-Trng.	<u>2,000.00</u>
	13		22,756.50
			(w/cap)

Motion Carried.

XI. UPCOMING ACTIVITIES:

- None.

XII. OLD BUSINESS:

- None.

XIII. NEW BUSINESS:

- Tom O'Brien stated that as of today MCC has a new president, Mr. Dale Nesbary, formerly of Muskegon, MI. Mr. O'Brien will extend an invitation to Mr. Nesbary to attend a future WDB meeting.

- Ms. Sue Johnson, Every Woman's Place, announced their award of a significant demonstration grant for helping the older youth population. Ms. Johnson thanked Wendy Ohst and Erin Kenny for their assistance and support.

XIV. AUDIENCE PARTICIPATION:

- None.

XV. ADJOURNMENT:

- There being no further business to come before the Board, the meeting adjourned at 1:20 p.m.

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