

MICHIGAN WORKS! WEST CENTRAL  
WDB/LEO JOINT MEETING  
THE STREAM  
NEWAYGO  
WEDNESDAY, OCTOBER 6, 2010

MINUTES

LEO Members Present

Emig, Larry  
Howard, Linda  
Myers, Robert  
Scholtens, Sam  
Scott, Brent  
Trapp, Chuck  
Warba, Mark

LEO Members Absent

Nichols, Mary

WDB Members Present

Arnoldi, John  
Boitnott, Larry  
Bonga, Roger  
Crandall, Sandy  
Fettig, Grant  
Jensen, Jim  
Smith-Olson, Debbie  
Stanek, Bill  
Thompson, Sheri

WDB Members Absent

Aultman, Robb  
Ferguson, Tim  
Frost, Jim  
Griffin, Nancy  
Goward, Scott  
Lloyd, Larry  
Massy, Dan  
Nash, Roger  
Stuck, Brian  
Trucks, Mary

Michigan Works! West Central Staff

Griffith, Paul                      Reed, Brigitte                      Shoemaker, Connie                      Wyman, Michael

Others Present

Arangure, Francis – DELEG	Frendo, Joe – NCRESA	Matinez, Luvy – Migrant Wkr.
Bozeman, Jerri – Hope Network	Gaietto, Cyndi – Goodwill	Mazuca, Anisa – MI Wks! Assoc.
Charles, Felisha – FBR	Hall, Marie – Eagle Village	Mitchell, Laurie – MI One Stop
Crum, Moreen – FBR	Hanault, Eric – Trade Act	Schneider, Jon – City of Newaygo
Dunsford, Luann – MI Wks! Assoc.	Henning, Don – Newaygo CofC	Sweigart, Lynda – Hope Network
Emley, Grace – FBR	Hicks, Amanda – NCRESA	Wood, Janet – Hope Network
		Wyers, Kirk – NCRESA

Call to Order

WDB Chairperson, Sheri Thompson brought the meeting to order at 12:35 p.m. at The Stream in Newaygo. A quorum is present of the LEO but not of the WDB.

A very informative tour of The Stream was given prior to the meeting.

Larry Emig announced the birth of their first grandchild born yesterday morning.

## Introduction of Luann Dunsford, CEO & Anisa Mazuca, Executive Coordinator Michigan Works!

### Association

Sheri welcomed Luann Dunsford and Anisa Mazuca to The Stream and to the Michigan Works! West Central Board meeting.

Luann explained that she has been visiting Board meetings of the MWAs, getting acquainted with the board members & staff allowing her to better serve when she's in Lansing. In July Luann had the opportunity to join a panel of "experts" to brief Congressional staff on the Workforce Investment Act and specifically Workforce Development Boards. Michigan has a great system of innovation, strategic thinking and collaboration of which is not seen in the rest of the United States. The Michigan model is not replicated anywhere. When the economic decline started we were able to build from this system.

Bill Stanek has been on the Board of Directors for the Association for many years and for the last three he served as Chair. Bill is still on the Board as a non-voting emeritus member. Sheri Thompson was elected to the Board at the annual conference in September.

### Introduction of Guests

Guests were introduced and welcomed.

### Demonstration of Electronic "Michigan Business One Stop" – Handout

Laurie Mitchell, Michigan Department of Technology, Management & Budget

Paul explained that about three weeks ago he was at a meeting in Lansing and heard about this amazing project. This is something that every chamber, economic development office, every Michigan Works!, post secondary institution that deals with businesses should know about.

Laurie explained the electronic Michigan Business One Stop was created in 2007 and is Granholm's commitment to making it easier to do business in Michigan. This is a collaborative effort by ten state agencies to simplify business-to-government transactions.

The primary goal of the one-stop is to make it easier for entrepreneurs to get started and then once established get the things that need to be done quickly and easily. Businesses said they wanted one place to go, one place to call to get all they needed for their business instead of chasing around to several different websites.

The Sales Tax license is the only one at this point that cannot be accessed through this website.

NOTE: Don Henning, Laurie Mitchell & Jon Schneider left at 1:06 p.m.

Showcase: Trade Act – Eric Hunault with NCRESA’s Joe Frendo & Amanda Hicks

Amanda Hicks introduced Eric Hunault who came to Michigan Works! in 2008 after being laid off. Through the Trade Act Michigan Works! was able to assist him in getting training at Ferris State University.

At the time Eric was laid off he was attending Ferris part-time on line; after being laid off he contacted Michigan Works! and was able to attend Ferris full-time. He double majored in economy and finance and graduated pretty close to the top of his class with a 3.85. When he was getting ready to graduate in July, Amanda contacted him letting him know that Simonds International in Big Rapids, who was looking to fill the position of Human Resource Manager, was also at the point where their head accountant was retiring. He was able to interview with them and had a job waiting for him when he graduated.

Amanda always kept in contact with him and if he needed something he could count on Amanda to get him the form and help with filling it out. He did run into a couple snags which Amanda was more than willing to help him with.

NOTE: Amanda Hicks & Eric Hunault left at 1:11 p.m.

Consent Agenda (Action Item)

- Ø April 7, June 2 & August 4, 2010 Joint Meeting Action Items – LEO Only – Handout (Lavender)

Larry Emig took the Chair at this time asking for a motion to accept the Action items listed.

**Robert Myers moved to accept the Action Items of the April 7, June 2 and August 4, 2010 WDB/LEO Joint meetings as printed; supported by Sam Scholtens; motion approved unanimously. 1:12 p.m.**

- Ø Minutes of August 4, 2010 WDB/LEO Joint Meeting – Mailed Prior

- Ø August Financial Report – Mailed Prior/Handout (Goldenrod)

Sheri resumed chairing the meeting.

**Roger Bonga moved to approve the Minutes of the August 4, 2010 Joint meeting and the August Financial Report as presented; supported by Bill Stanek; motion approved unanimously by the LEO and those present of the WDB. 1:13 p.m.**

August Program Reports – Handouts

- <sup>2</sup> Enrollment/Expenditures Reports

Paul explained this is the beginning of the Program Year; FBR's carry-over numbers are for WIA Adult and Dislocated Worker, the same as the contract enrollment numbers, reason being they are not allowed to enroll any new adult participants due to the lack of funds.

Hope Network is being allowed to enroll adults for Haworth, Wolverine World Wide and Yoplait because of State of Michigan granted incentives; however there has not been a lot of activity in the last month or so.

NCRESA expenditures are being monitored extremely closely; last year West Central was very aggressive in obtaining \$2.4 million of Discretionary Funds, some other funding is expected but not determined yet.

The Muskegon Community Health Project has done an incredible job with the service they provide to parolees coming out.

2 PY'09 Final WIA Performance Standards

The Performance Standards are “unofficial” at this point and may be subject to change. The economy affects everyone and is just starting to show up in the Performance Standards because of how far back performance is measured from. This is the worst West Central has ever done in the last ten years; however West Central EXCEEDED 12 of the 17 Performance Standards and MET the other five. There were seven Michigan Works! Agencies that FAILED at least one Standard and another four that scored between 80 and 90%. Eleven Agencies scored better than West Central and 13 performed less than we did.

2 PY'09 Final WIA Performance Standards by Adult Service Provider

This chart sorts out performance by Service Provider and shows if one Provider is “carrying” the other. The only trend that staff would point out is that Hope Network consistently scored higher than FBR in three of the four Adult and the four Dislocated Worker Performance Standards. This is not a red flag but a yellow flag that West Central administrative staff will monitor.

NOTE: Larry Boitnott left at 1:25 p.m.

Plans/Modifications *Summary Blue (Action Item)*

1. Five Year Plan Modification 00-17

This Modification requests several waivers for WIA, including using regular allocation funding for Incumbent Worker training; the ability to transfer up to 50% of Adult and Dislocated Worker funding between these programs; and increased reimbursements in OJT and customized training for employers based on the number of employees at the employer. Approval of this request is pending.

2. Five Year Plan Modification 00-18

This Modification updates basic data on the labor force, adds the new Workforce Service Center in Big Rapids and the Performance Standard goals for PY 2010. The Performance Standards remain the same as last year in light of the significant unemployment in the state.

3. ARRA Modification 10-00

As reported earlier, West Central received an allocation of \$179,627 as an initial portion of the SAG application. The total award is \$469,068 and sufficient expenditures need to be reported to obtain the balance of \$289,441. The requested Modification will allow a portion of the remaining funding to be transferred to the Adult program. This is expected to happen before the next meeting.

4. NEG OJT (MOU with Region 7B & WDB Approval Requirements)

MOU: Funding for this program is being distributed through 4 Michigan Works! agencies to cover the state. West Central funding will come through the Region 7B MWA and be authorized by an MOU. Funding for West Central is given as \$129,040.46.

The state is requiring a WDB approved policy for OJT. We have a broad policy description approved in the 5 year plan. The state further wants WDB approval of forms used for NEG-OJT included as part of the WDB policy. They have provided a contract and several forms that may be used and that match their monitoring forms. West Central is updating the OJT Handbook to include the special rules for this program, each Service Provider has a similar but not identical OJT Handbook. The revised Handbook and state provided forms will be used only for NEG-OJTs.

5. Food Assistance Employment & Training Plans 11-00

Instructions for the training and supportive service plans have been received in draft, and plans have been drafted. Funding for the training portion is increased to \$106,640 and funding for supportive services is \$1,985. Referral of candidates by DHS is optional, but Service Providers work with local DHS offices to request referrals of those interested and MPRI customers.

6. TANF (JET Plan for FY 11) This plan will likely be due prior to the next meeting and will be drafted when instructions are received.

**James Jensen moved to accept the Five Year Plan 00-17; the Five Year Plan 00-18; the ARRA Modification 10-00; the NEG OJT (MOU with Region 7B); the Food Assistance 11-00 and the TANF (JET) FY 2011 as presented by Michael Wyman; supported by Larry Emig; motion accepted unanimously by the LEO and those present of the WDB. 1:31 p.m.**

NEG-OJT Only On-the-Job Training Policy approval – Handout (*Action Item*)

Mike explained that the NEG has new rules which include Board approval for all documents used for this On-the-Job Training. Staff has revised the OJT handbooks used by Hope Network and FBR into one document that meets the requirements for NEG-OJT. This is the same process that is in the 5-Year Program.

**Bill Stanek moved to support the NEG-OJT Only On-the-Job Training Policy as presented by Mike Wyman; supported by Linda Howard; motion accepted unanimously by the LEO and those present of the WDB. 1:34 p.m.**

Incumbent Worker Review Committee Recommendations – Handout (*Action Item*)

Mike stated that the Committee met to discuss two proposals for the Incumbent Worker – one for NCRESA and one from West Shore Community College.

**It is the recommendation of the Incumbent Worker Committee to grant \$2,000 to H&H Fur Dressing through NCRESA and \$25,542 to six Manufacturers through West Shore Community College; motion accepted unanimously by LEO and those present of the WDB; Jim Jensen abstained. 1:36 p.m.**

### Appointment of West Central's New Business Services Director

Paul explained that Michelle Herron has been hired to fill the Business Services Director position. Michelle moved from Illinois about eight years ago where she worked for Experience Works; she worked for NCRESA for about two years as an Employment Specialist and then about six years ago moved to Ferris State University to fill the position of Communication Specialist. Michelle is also half way through her Master's Degree in Business Administration at Ferris.

This position involves getting out and working directly with local business and industry in meeting their workforce development needs and assisting them in working with such tools as WorkKeys. She will also be working closely with the Service Providers. Her responsibilities will also include enhancing and maintaining the agency's website, developing marketing materials and public relations. Her first day is October 18, 2010.

### Collocation of Temp Agency Employers

Paul explained that the number of temporary employment agencies that West Central is working with is increasing. In Big Rapids there is Trillium, which is collocated in the Center; Professional Staffing has used the Big Rapids Center to conduct interviews for Wolverine World Wide. Manpower has their own office in Big Rapids but asked if they could do a Job Fair at our Center. In Fremont, Northern Staffing is collocated at the Center and Manpower and Perfect Staffing use the interview rooms on a regular basis. Recently Workforce Management out of Holland has collocated at the Ludington Center. At the Reed City Center, Professional Staffing has used the interview rooms to screen for Wolverine World Wide.

### Annual Fraud Policy Acknowledgement – Mailed Prior

Paul explained that this is part of our annual audit process. A few years ago a Fraud Policy was established which stated that Board members and staff would annually acknowledge this policy as a reminder of the issue of fraud.

NOTE: Kirk Wyers left at 1:47 p.m.

### MPRI Report – Handout

MPRI covers nine counties; the total of enrollment of parolees is at 451 for the end of August. The Parole Board decides if a prisoner is enrolled into MPRI. These are medium and high risk parolees.

### Business Activity – Handouts

#### 4 Flo-Pallet, Reed City

Flo-Pallet is a new company and has already hired two people. These are injection molded pallets made for the medical and food industry – a high end pallet. The owner is from California. Reed City Tool had a machine to sell and this company was looking to buy, however, the cost to move it to California was \$200,000; they were told of the vacant building just across the street from Reed City Tool – the machine just needed to be moved across the street; Reed City Tool is now training the new employees for Flo-Pallet. This will result in about 25 jobs to start out.

#### 4 North Lake Correctional Facility, Baldwin

Paul read a brief statement that had recently been sent to all Service Providers relative to GEO. The GEO Group email read: “the level of inquires relative to activity at the GEO Group Baldwin facility has increased recently and probably will continue to do so. In response to these inquires it is okay to state ‘Michigan Works! West Central is in regular contact with GEO Group officials and efforts by the GEO Group to obtain a long term contract to house prisoners at its Baldwin facility continue to move forward in a positive fashion.’”

#### 4 Fluid Routing Solutions, Big Rapids

This is a rather volatile situation and it is not known how this is going to turn out. The future of Fluid Routing Solutions is uncertain as employees have been asked to take pay cuts and rumors circulate that the plant could close its doors. They currently employ about 265 people.

#### 4 Harsco, Ludington

Harsco on Wednesday shipped a rail line grinder to the United Kingdom.

#### Big Rapids Service Center Open House

Michelle and Connie will be working on this; it is expected to be held the second week of November.

#### Unemployment Insurance Information – Handouts

##### 4 National Chart

This goes back to 1969 showing people drawing unemployment up to 27 weeks and above.

##### 4 Michigan's Unemployment Insurance Program

Michigan's unemployment program has four tiers – a couple years ago the most anyone could draw unemployment was 26 weeks and now there are federal extensions.

##### 4 Michigan's New On-Line Problem Solution System

Michigan's Unemployment Insurance now has a problem resolution center on line.

#### Detroit News Op-Ed on “No Worker Left Behind” – Handout

No Worker Left Behind, Michigan's job-training program, is training thousands of workers for 21<sup>st</sup> Century jobs and helping create a culture of lifelong learning in Michigan.

### Visit to Big Rapids Service Center by Congressman Dave Camp

Sheri Thompson explained that West Central had the opportunity to have Dave Camp come take a brief tour of the Big Rapids Center. It was a good opportunity for him to come and hear a little bit of what our Service Providers are offering and see how our facility reflects the model of working together and being a “one stop” place.

Paul explained that this was directly related to Sheri’s contact and her facilitating this visit.

NOTE: John Arnoldi left at 2:17 p.m.

### Michigan Manufacturing Facts – Handout

This handout is more of a resource for board members with manufacturing facts for both Michigan and National.

### Education Cartoon

This cartoon does a great job of showing the roll education plays in getting a job.

### WDB Chair Sheri Thompson Appointed to Michigan Works! Association Executive Committee – Handout

This information was compiled for the Michigan Works! Association Board of Directors, which shows all the things Sheri has been and is involved in, even though she does these things very quietly.

Sheri said she is very pleased to have the honor to serve on the Association Board and appreciates the opportunity and especially appreciates the leadership that has gone before her. Bill Stanek has done a very good job, doing a great job locally and the state as well.

## Mailing Packet Items

One-page information from the Service Providers.

Fraud Policy

Unemployment Ranking

Unemployment rates went down.

## Next Meeting December 1, 2010 – Reed City Workforce Service Center

The next meeting will be December 1 at the Reed City Workforce Service Center in the “new” conference room.

## Round-the-Table

- » Warba, Mayor City of Big Rapids – the construction/expansion of the business district finishes up and will be reopening the downtown. Ferris State University’s Homecoming is this weekend.
- » Crandall, Northern Escape Lodge & Cabins – this has been a busy summer; the 4<sup>th</sup> Annual Salmon Run was held; fly fishing is up; retail business is showing good signs of recovery; the Lodge has been busy featured on internet and Midwest Living Magazine.
- » Smith-Olson, Lake Osceola State Bank – the “drive through” branch in Big Rapids is open – the Grand Opening will be held soon. The Baldwin Promise raised private funds and was the first one in the state to do so, Baldwin is the only rural Promise Zone. The enrollments for Baldwin have increased and the GEO Group facility hopefully is coming back.
- » Fettig, Fettig Farms – agriculture is second economic activity behind manufacturing – the silos across the street from The Stream used to be a cement company and is now one of seven grain handling facilities in Michigan; they employ eight to ten people.
- » Scholtens, Newaygo County Commissioner – welcomed everyone to The Stream and Newaygo County. They expect The Stream to have an economic impact for the county.

- » Howard, Mecosta County Commissioner – discussion continues between the hospital and Spectrum Health, progress has been made and there could be action by the end of the year. This is a critical time of year for harvesting and is a very important part of the economy. The International Equine Games were held in Lexington, Kentucky – the first time they have been held in America; every horse represents seven jobs.
- » Trapp, Newaygo County Commissioner – welcome to Newaygo County. The completion of the jail addition should be finished by the 29<sup>th</sup> of October. It went very well and will be adding 68 more beds with a federal contract that will pay for 140 beds whether they are used or not.
- » Scott, Councilman for the City of Ludington – Mason County had a good tourism season; and the City is in the process of reviewing supplying life preservers or building a break wall – we are looking at alternatives.
- » Jensen, West Shore Community College – West Shore Community College has near record enrollments and is finishing up the \$7 million rehabilitation of the Performing Arts facility. This building is without debt as are all of the other structures on campus.
- » Bonga, Magna Mirrors – continues to be good at Magna Mirrors with 750 to 800 people working three shifts.
- » Myers, Lake County Commissioner – Commissioners are working on the budget, but things are not good; last year they cut two and a half hours instead of laying anyone off and are still thinking they can make it work again this year. The response the Baldwin Schools have had from the community has put the Baldwin Promise ahead of the ten other Schools of Promise.
- » Dunsford, Michigan Works! Association – 2-1-1 Call Center in Detroit and to have Mason County up and running is unbelievable.
- » Arangure, Michigan Department of Energy, Labor & Economic Growth – Luvy Martinez works in the DELEG Migrant Seasonal Worker program; a folder was distributed to the board members with information concerning this.

Other Business

Reserved for the Public

Adjournment

**Meeting stands adjourned at 2:46 p.m.**