

Washtenaw County
Workforce Development Board
General Session
Meeting Minutes

Meeting Date: Thursday, July 1, 2004 **Time:** 8:00 am

Members Present: Al Robinson, Andrea Tolle, Anne Williams, Cindy Harrison, David Potter, Deloris Hunt, Diana McKnight-Morton, Diane Davidson, Donn Wolf, Edward Resha, Gene Graber, Gregg Weaver, Janie Jones, Jim Beougher, Keith Peters, Mark Ouimet, Mary Kerr, Sabrina Keeley, Steven Gulick, Timothy Robinson and Bill Miller.

Members Absent: Suzanne Clausnitzer, Rebecca David, Jim Frenza, Amy Giles, Dennis Norton, Clifford Smith and James Magyar.

Guests Present: Trinee Moore – Director of Workforce Initiative American Society of Employers Educational Foundation, Nadia Purnell – Stay the Course Mentoring Program, Hank Galnor, Ron Wimple – HRDI and Kevin Bulifant – HRDI.

1. Call to Order

Chair Wolf called the meeting to order at 8:08 am

2. Introductions

Wolf asked guests to introduce themselves

3. Approval of the Agenda

Resha moved to approve the meeting agenda. Davidson supported. Motion carries.

4. Public Comment

There was no public comment at this time

5. Consent Agenda Items

A. Minutes from the May 6, 2004 meeting

B. Resolutions

- i. Ratification of the Chair of the Board's signature on the Program Year (PY) 2004 Workforce Investment Act (WIA) Adult, Dislocated Workers, and Youth Plan to the Michigan Department of Labor and Economic Growth (MDLEG) in the amount of \$1,440,217 for the period of July 1, 2004 through June 30, 2005
 - o Davidson asked what the break down of the dollar amount was for the WIA resolution. Rusher replied that the program and administrative dollar amounts for each of the three programs were listed on the last page of the resolution.
- ii. Ratification of the Chair of the Board's signature on the 2004 Employment Services Plan Application to the Michigan Department of Labor and Economic Growth (MDLEG) in the amount of \$515,785.58 for the period of July 1, 2004 through June 30, 2005
- iii. Ratification of the Chair of the Board's signature on the Program Year (PY) 2004 Workforce Investment Act (WIA) Capacity Building and Professional Development

- Plan to the Michigan Department of Labor and Economic Growth (MDLEG) in the amount of \$24,000 for the period of July 1, 2004 through June 30, 2005
- iv. Ratification of the County Administrator's signature on the Michigan Department of Labor and Economic Growth's (MDLEG) 2004 Trade Act Funding in the amount of \$64,900 for the period of October 1, 2003 through September 30, 2004

Graber moved to approve all of the consent agenda items. Resha supported. Consent agenda items pass.

6. Report of the Chair

A. Announcements and Handouts

- i. Business and Community Awareness Initiative
 - o Wolf updated board members of the progress of this initiative. There will be a meeting with Renaissance Strategies next Friday and all board members are invited to attend. Staff will e-mail the specifics of this meeting.
- ii. SOS Community Partner of the Year Award
 - o Washtenaw County received the award this year; the SOS Report was distributed for board members to review. Wolf announced that SOS was taking donations if anyone was interested.

B. Business Update – (Peters/Keeley)

- Wolf recognized Peters' involvement in a television and radio campaign for the Ypsilanti Area Chamber of Commerce.
- Peters informed board members that the Water Street project is underway; actual construction is expected to begin in January. He noted that the infrastructure for the project will be going up first.
- General Dynamics is going to start their three phase move in October. The Chamber will have a greeting table at the opening where they will distribute maps of the city; the Chamber would like to include discount coupons to area restaurants in their welcome packet. It was noted that General Dynamics is going to be hiring employees for their new facility.
- Keeley announced that they noticed an increase in business activities in June and hope this continues.
- A proposal being discussed in Lansing for an entertainment tax on ticketed events; this is still in the preliminary stage.

C. Labor – (Gulick/Resha)

- Rusher asked Gulick to participate in the Regional Sills Alliance Initiative for Healthcare. This is a large collaborative effort between many organizations. Harrison will discuss this item more, later in the meeting.
- Resha talked about the conference that he and Gulick attended recently. One topic of discussion centered on the language barriers experienced by people. Funding reallocation was also a topic that was discussed.
- Resha noted that a lot of our manufacturing jobs have gone to China as well as a lot of natural resources. He added that China is seeking people to go to China to help train their workforce. Ouimet added that the economy in China is evolving and women are becoming a major factor in the workforce there.
- Gulick noted that he and Resha are often recognized at National Conferences for their work on the WDB. They were asked to speak at the pre-conference they attended recently.

- Locally, construction is picking up. Visteon is expanding their workforce with the help of HRDI.
- The AFL-CIO is asking for letters of support from the Director to continue the funding for training. Gulick would like to ask for the support of the Board prior to receiving a letter from Rusher.

Gulick moved to support a letter from the Executive Director to congressional members in support of funding for training. Gunn supported. Motion carries.

D. City of Ann Arbor – (Carlberg)

- The City is expecting a possible 26 layoffs. No services have been reduced, but they are going to experience reduced dollars in the human services department.
- The City hopes to build a maintenance facility on Stone School Road. Sight planning is underway. This will free up two sights in downtown Ann Arbor. There is also some hope to put out a study on additions to City Hall.
- Collaboration between the City and the County regarding staff sharing is beginning to form. There is also discussion taking place regarding greater collaboration between neighboring fire-departments.

7. **Report of the Chief Elected Official (CEO)** – (Gunn)

- The Jail Overcrowding Task Force has completed its work and has formed a small Committee. In addition to looking at jail expansion, they are also looking at programs that have to do with diversion and possibly housing for mentally challenges prisoners. Gunn offered those interested to call the sheriff and arrange a tour to see the conditions at the jail.
- There is some struggle with the County budget as well. People are facing layoffs and departments are experiencing reorganizations.
- Mitch Irwin will attend the Wednesday Board of Commissioners (BOC) meeting to talk about a buyer for some property in York Township who is unknown at this point.

8. **Knowledge and Information Feature** - Washtenaw County “Stay the Course” Mentoring Program

- Trinee Moore gave board members an update of the Mentoring Program at the American Society of Employers (ASE).
- Carlberg asked if ASE thought about including people with criminal records in their program. Moore replied that they encourage everyone to participate including people with criminal records.
- Graber asked why retirees are not included in the program as mentors. Moore replied that the rules in the contract state who is eligible. Jones noted that she created and directed a youth mentoring program in 1992 and added that many retirees have much to offer as mentors. Board members asked what could be done to change the contract guidelines so that it would include retirees. Staff replied that they will need to write a formal letter or amend the contract to include people who are retirees, people who are self-employed and those who are consultants.
- McKnight-Morton added that she was a participant in a mentoring program when she worked for the County. She felt that the experience was great.
- Rusher noted that she would like to survey those who were mentored with those who weren't in the workforce system to determine the rate of success.
- Al Robinson asked what was being done to make the mentor-mentee ratio smaller. He also asked if ASE has conducted any outreach efforts in the community. Moore replied that they had.

- Davidson commented that this is a great opportunity for further collaboration. She pointed out that there is a staff person at the Delonis Center currently who helps with employment.
- Beougher noted that some of the people who have the most difficult time in employment are youth who have grown up in the foster care system. He added that FIA has money for youth programs through the Jim Casey foundation. He asked staff to set up a meeting to discuss further partnership opportunities.

Graber moved to amend the contract with ASE to include people who are retirees, people who are self-employed and those who are consultants. Gulick supported. Motion carries.

9. **Report of the Executive Director** – (Rusher)

A. Announcements and Handouts

- Staff met with Global Engine Manufacturing Alliance (GEMA) and others in Livonia on Tuesday to see if Washtenaw County could help with hiring skilled employees. A process is being set up and the employees that are going to be hired do not need to be of low-income. The Michigan Works! Service Center will play a key role in the hiring process. Resha asked if there were specific requirements for the positions offered by GEMA. Rusher replied that there are requirements and the group will be meeting tomorrow to establish them. Graber asked about the number of employees that GEMA is looking to hire. Rusher replied they are looking to hire about 400 employees – fifty every quarter until they reach their goal.

B. Local/State/Federal Updates

Local

- The ETCS Group is working with the Washtenaw Development Council (WDC) on the Regional Skills Alliances (RSAs). Tim Robinson gave an update of the development of the RSA stating that their staff is very excited about the process. Existing businesses are expanding. The Chambers call on companies, the WDC calls on companies, the WDB calls on companies along with many others. Robinson suggested that if they all agreed on calling on companies together they could work collectively to get a sense of the bigger picture.
- Staff is continuing its work on the Ypsilanti Police Recruitment project. A law enforcement job fair is being planned along with human resources and incumbent worker training to address skills gaps within the Ypsilanti Police Department.
- Ozone House would like to partner with us for an innovative opportunity for a Youthbuild Grant. Staff recently met with them and would like to propose a comprehensive collaboration between ETCS/WDB and CAB, the Gateway Board, WCC, Ozone House, UM School of Architecture and the Labor Council. Staff will ask for letters of support from Stabenow and Dingell.

Gulick moved to support the WDB's collaboration on the Youthbuild Grant. Davidson supported. Motion carries.

- Gulick felt that this would be a good example of a collaborative effort that can be used in the future.

State

- Rusher is continuing her work with State leadership to revamp Work First. She reported that tentative transition into a Workforce Connections program is imminent.

C. Handouts

- i. Southeast Michigan Health Care Summit
 - o The Summit agenda was included in the meeting packet for board members to review. Rusher commended Harrison for doing a great job presenting at the Health Care Summit
- ii. WIA Letter from Senators
 - o The letters of support were also included in the meeting packet for review.

10. **Report of the Executive Director** – (Rusher)

A. Communications and Marketing Committee

- There will be a special meeting on July 9, 2004 with Renaissance Strategies. Everyone is invited to participate.

B. Employers Workforce and Economic Development Committee

- Next meeting is scheduled for Tuesday, July 6, 2004 at 8 am in Towner room 107.

C. Strategic Planning Committee

- Staff has been getting Committee input for the update of the Report Card. The goal is to align the Report Card with the Reshaping Workforce and Economic Development in Michigan document. Corporation for a Skilled Workforce (CSW) was selected to assist us with the project to be completed for a rollout in September.

D. Education Advisory Group (EAG)

- Harrison and Miller met to discuss the future plans of the EAG.
- The EAG will meet on October 20, 2004 after the budget is announced on October 1.

E. Community Action Board (CAB)

- Davidson attended the last CAB meeting where she and Joseph Dulin presented the Ten Year Plan to End Homelessness. Gulick suggested that it might be a good idea if she presented a summary to this board.

11. **Other Business**

- Kerr was pleased that the WDB was able to support the Arts Alliance Youth Cultural Project through a motion at an earlier board meeting this year. She announced that the website for the project has been launched.
- Gulick announced that Wimple who works for HRDI will be moving to another sight. Wimple is currently working on the hiring process for Visteon and will continue. Gulick thanked Wimple for his work and thanked Bulifant for making the transition into Wimple's position at the Michigan Works! Service Center.
- Gulick also recognized Hank Galnor who attended the Health Care Summit recently. He pointed out that Galnor is a veteran and a lot of them have experience in that field.
- Jones announced she visited the West Palm Beach Workforce Development Agency and recently and shared her experience.

12. **Adjourn**

Wolf adjourned the meeting at 9:48 am