

# DETROIT WORKFORCE DEVELOPMENT BOARD

## DRAFT MINUTES

Detroit Workforce Development Board  
Education and Youth Advisory Council Meeting  
Friday, February 15, 2013

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Time: 8:00 a.m. – 9:30 a.m.  
Location: 100 Talon Street Centre Drive, Suite #100, Detroit, MI  
Facilitating: Shawna Forbes, Co-Chair and Henry McClendon, Co-Chair

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Members Present: Shawna Forbes, Henry McClendon, Gwen McNeal, George Swan, Robert Troutman, Harvey Brooks, Grenae Dudley, Andrea Tolle, Sister Janice Brown, Verna Brocks, Katie Helega, Karen Kosniewski, Amy Amador

Members Absent: Shawn Crump, Tonya Allen, Primavera Jimenez, Dolores Noel, Margaret Williamson, Betty Pulliam, Emeshe Young, J. Troy Stevens, Veronica Sanchez-Peavy, Patricia Little

DESC Staff Present: Pamela Moore, Stephanie Nixon, Lester Gayden, Kristin Bailey, L'Tanya Clegg

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### PROCEEDINGS

The meeting of the Education and Youth Advisory Council was called to order at 8:15 a.m. by Former Co-Chair, George Swan, introducing Co-Chairs Ms. Shawna Forbes, Vice Chancellor for the School of Continuing Education and Workforce for Wayne County Community College District, and Mr. Henry McClendon, Program Officer with Skillman Foundation.

Co-Chair McClendon asked everyone to introduce themselves.

- Approval of Draft Agenda for Friday, February 15, 2013 and Draft Minutes from October 12, 2012
- A motion was made by Ms. Andrea Tolle to approve the Agenda of February 15, 2013 with the topic “discussion of youth” being added as the final agenda item, supported by Member Troutman. Motion Carried.
- A motion was made by Ms. Gwen McNeal to approve the minutes of October 12, 2012, supported by Co-Chair McClendon. Motion Carried.

Dr. Swan stated the Education and Youth Advisory Council is a public body and meetings are public as well and suggested that meetings should be scheduled to enable our constituents to have the opportunity to meet with us and provide a forum that is convenient for youth to be able to participate where they might otherwise not have the opportunity.

Dr. Swan also explained that this body has significant responsibility under the Workforce Investment Act (WIA). This council is responsible for persons in all stages of life, and not only youth.

Co-Chair Forbes stated that she always appreciates Dr. Swan and his level of commitment to education overall but more importantly his dedication to our youth. Co-Chair Forbes is very pleased to co-chair this Council with Mr. McClendon and feels the Council will bring forth interesting issues as our youth deserve to have the attention of both the public and private sectors. Co-Chair Forbes stated that as leaders, the Council must make sure that they are listening to the youth and are incorporating their ideas into the Council's plans.

Co-Chair McClendon welcomed all to the Skillman Foundation and thanked Dr. Swan for the suggestion of getting youth involved in the Council and explained that he and Co-Chair Forbes had discussed changing the time of the meetings from 8:00 a.m. to 8:30 a.m. and that there may also be a need to change the location as well.

**DETROIT WORKFORCE DEVELOPMENT BOARD & DETROIT EMPLOYMENT  
SOLUTIONS CORPORATION'S STRATEGIC PLAN/  
2013 YOUTH PROGRAM RE-DESIGN**

Ms. Moore briefly reviewed the history of Detroit Employment Solutions Corporation (DESC) and the Detroit Workforce Development Board ("the Board") as of July 1, 2012. Ms. Moore stated that DESC is still transitioning, adding that the work that it does could have an impact on crime, the graduation rate as well as many of the issues that the city of Detroit is facing.

Ms. Moore explained that federal agencies have cut training dollars from 15% to 20% so that available dollars are devoted to high growth and high demand sectors. The Governor has identified five sectors where training dollars are being focused on in the city: Those areas are (1) Manufacturing; (2) Health Care; (3) IT; (4) Energy; and (5) Agriculture.

Ms. Moore shared the Strategic Plan ("the Plan") with the Council, explaining that the Plan is on the DESC website for any that have an interest in viewing it.

The purpose of the Plan is to articulate the issues on which the Board and DESC are now focused, our priorities for the coming year, the action plan surrounding those plans, and to set the stage for DESC and the Board to become strong leaders and collaborators. DESC and the Board feel that DESC should be the hub of the workforce activities in Detroit since:

- DESC receives the largest amount of public funding across the state
- DESC has a history of having a wonderful year round program
- DESC expects to see 50,000 individuals come through our One Stop
- DESC expects to see about 16,000 come through the PATH Program (formerly the JET Program)
- DESC reaches the vast majority of unemployed people

Ms. Moore explained that our mission is to revitalize Detroit by cultivating the local workforce. Previously, the focus was on job seekers. Now, the focus is on the employer, because at the end of the day if there is no job, all the training and work readiness preparation that we do is not relevant.

She listed the priorities for our work going forward:

- The work that we do for our youth has to be our number one priority
- We are looking to this group on ways to improve our year round program

- Work readiness (which we constantly hear about from employers)
- Employer solutions

Ms. Moore stated that DESC is looking to expand its entire youth network. When you look across the country at best practices, a whole network does really good work with youth.

She also explained that thousands of jobs will be coming to Detroit but we must prepare our workforce for those jobs.

Discussion ensued regarding the use of assessment tools for students and whether an assessment or rating system for providers exists. Sister Janice Brown stated that there are benchmarks that providers are supposed to follow.

Discussion continued regarding EBLI (Evidenced Based Learning), with Dr. Dudley offering his agency participation in this study if we get to that point.

Dr. Swan suggested that because the Plan goes through a process, the Youth Council needs to be able to make recommendations or suggest modifications to the plan.

### **Strategic Plan Recommendations from the Education and Youth Advisory Council**

- Develop assessment by providers to better understand our youth
- Integrating career readiness
- Benchmarking high achieving providers
- Human Services Support (substance abuse, etc.)
- Better utilize existing data
- Tapping into immigrant communities

Co-Chair McClendon stated that it is not just what this body does, but also what we employ everyone else to do as well.

A motion was made by Ms. McNeal to approve recommended additions to the Strategic Plan made by the Education and Youth Advisory Council and be forwarded to the Workforce Development Board, supported by Member Harvey. Motion Carried

### **YOUTH PROGRAM OUTCOMES**

Ms. Stephanie Nixon, Director of Contract Administration reviewed the 2<sup>nd</sup> quarter outcomes with the Council. Ms. Nixon stated that information in the packets is directly from the OSMIS (One Stop Management Information Systems) which is state tracking of our performance.

Ms. Nixon stated that there are 25 other MWA's (Michigan Works! Agencies) which are all compared against each other. Ms. Nixon reviewed WIA Year Round Youth Second Quarter Program Outcomes sharing that all outcomes were either met or exceeded. Currently, we have about 1,500 youth active in our systems.

Dr. Swan stated that there are roles and responsibilities for the Council, adding it might be helpful to revisit them and make them available to all members of the Council so they are better equipped. This will enable members to be better advocates for this work when they go out. All agreed.

Dr. Dudley stated that having data available is critical and being able to use that data helps providers explain why they should be funded.

### **GOOD & WELFARE**

Mr. Troutman stated that the Detroit Regional Chamber of Commerce has some exciting news coming soon as it relates to scholarships, explaining the Chamber is working with five community colleges, WC3, Henry Ford, Oakland, Macomb and Schoolcraft to offer a smaller version of something similar to the Kalamazoo Promise scholarship program.

Dr. Swan shared that Detroit Public Television will offer a series of public service announcements online about the importance of soft skills.

Mr. Lester Gayden, Program Analyst for Contract Administration with DESC, shared that there will be a Career Expo on Saturday, February 23rd at the Northwest Activity Center. Mr. Gayden noted that they have invited employers from different backgrounds and that youth will be able to hear from the employers directly on their individual programs.

Today, Ms. Amy Amador and Sister Janice Brown will go to the Region 17 Adult Learner Collaborative Board, stating that they have received a regional grant to do some collaboration educational efforts, building best practices and coming together to be more strategic.

Member Dudley stated that Youth Connection has just partnered with Department of Environmental Quality of Agriculture and Department of Natural Resources (DNR), explaining that they will offer training to youth on the positions they offer and then a field trip to some of their locations.

Detroit Council PTA will host an event at Children's Center on March 15, 2013 (information will be forwarded).

Co-Chair Forbes asked members to forward any recommendations to Ms. L'Tanya Clegg on ways to incorporate youth into our meetings.

Member McNeal stated that there was one joint meeting of the Disability Advisory Council and Education and Youth Advisory Council. She feels this was a beneficial meeting and would like to set a standard meeting date for the next meeting.

### **ADJOURNMENT**

With no further business to come before the Education and Youth Advisory Council, the meeting was adjourned at 9:40 a.m.