

**Workforce Investment Act (WIA)
Comprehensive Five-Year Local Plans for
Adults, Dislocated Workers, and Youth**

EXECUTIVE SUMMARY

Program Year: July 1, 2011 – June 30, 2012

Service Area: Genesee/Shiawassee Counties

Purpose: This policy issuance provides instructions for modification of the WIA Comprehensive Five-Year Local Plans for Adults, Dislocated Workers and Youth for the Period July 1, 2007 through June 30, 2012 to incorporate 2011 WIA performance levels. In addition, modification of priority of services for veterans and eligible spouses to meet the requirements of 20 CFT part 1010, incorporation of checklist for Adult, Dislocated Worker and youth eligibility process determination, policy to address Authorization to Work in the United States and WIA Eligibility, Modification of the WIA Youth Program to provide for transition of Summer Employment Program to a comprehensive year round program and identification by the chief elected official of the local grant recipient responsible for disbursement of grant funds.

Action Required: The local 5 year plan incorporating the PY 2011 WIA performance levels and other identified items must be submitted electronically to the BWT by October 10, 2011 along with the signed approval request form.

Local five-year plan modifications shall be submitted with signature pages to Ms. Teresa Keyton@ keytont@michigan.gov

APPROVAL REQUEST

1. Michigan Works! Agency (MWA): Genesee Shiawassee Michigan Works! Career Alliance, Inc.	2. MWA Number: 10
3. Plan Title(s): PY 2011 Performance Levels for Adults, Dislocated Worker and Youth	
4. Plan/Modification Number: PI 07-16 Chg 4	5. Plan Period: 07-01-07 to 06-30-12

THE CHIEF ELECTED OFFICIAL (S) AND WORKFORCE DEVELOPMENT BOARD
(WDB) HEREBY REQUEST APPROVAL OF THIS DOCUMENT

AUTHORIZED CHIEF ELECTED OFFICIAL	DATE
AUTHORIZED CHIEF ELECTED OFFICIAL	DATE
WDB CHAIRPERSON	DATE

OWD-166 (4/03)

The Michigan Department of Energy, Labor & Economic Growth does not discriminate in employment or in the provision of services based on race, religion, color, national origin, sex, age, disability, political affiliation or belief, and for beneficiaries only, citizenship and participation in grant initiatives, as provided by state and federal law.

APPROVAL REQUEST

1. Michigan Works! Agency (MWA): Genesee Shiawassee Michigan Works! Career Alliance, Inc.	2. MWA Number: 10
3. Plan Title(s): 5 year Comprehensive Plan for Adult, Dislocated Worker and Youth	
4. Plan/Modification Number: PI 07-16 Chg 4	6. Plan Period: 07-01-07 to 06-30-12

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**GENESEE/SHIAWASSEE WORKFORCE
DEVELOPMENT BOARD**

**WIA Comprehensive Five Year Plan for
Adult, Dislocated Worker and Youth**

For the period

July 1, 2007 thru June 30, 2012

Submitted by Genesee Shiawassee Michigan Works!

Career Alliance, Inc.

SECTION I
Adult/Dislocated Workers

I. LABOR MARKET ANALYSIS

A labor market analysis of Genesee and Shiawassee Counties shows that growth in both Genesee and Shiawassee Counties has been slow. Both Counties and the nation as a whole continue to feel the effects of war, terrorism, and a sluggish economy. Manufacturing the major industry in both counties has been hardest hit, and the areas workforce is feeling the devastating effects. The unemployment rate has reached record numbers, with the unemployment rate in Genesee County 12.5% Shiawassee County at 11.7%, and within the largest urban center in the County; the unemployment rate is 21.3%. (July 2011). The rates for Genesee County exceeds the state's rate of 11.9%. Recent job losses may reflect a continuation of statewide and regional trends adversely affecting the automobile related manufacturing and the residential construction industries. According to the Michigan Department of Energy, Labor & Economic Growth, Bureau of Labor Market Information and Strategic Initiatives in April 2009 the Flint Metropolitan Statistical Area (MSA) recorded a slight reduction of 400 jobs. The majority of the primary industry sectors were unchanged over the month. The professional and business services and constructions sectors each gained 100 jobs. The leisure and hospitality sectors posted a job gain of 200 jobs. However, the gains were offset by the losses in the manufacturing sector (-800). Over the year nonfarm payroll jobs were down by 4.0% or 5,700 jobs. The manufacturing sector continues to post the largest decline (-1,600 jobs). The trade, transportation, utilities and professional and business services sectors followed closely behind, each cutting 1,500 jobs.

Three occupational groups will see moderate growth over the period; they include sales (4.1 percent), construction and repair (3.5 percent), and transportation (2.8 percent) Administrative support (-1.0 percent), farming (-4.0 percent), and production (-10.0 percent) are the three occupational categories expected to lose jobs through 2014. Source: Michigan Department of Energy, Labor & Economic Growth Bureau of Labor Market Information and Strategic Initiatives

Employment in Health Care occupations is expected to increase by 3,340 jobs or 17.6 percent between 2004 and 2014. This growth is anticipated due to an aging population and increasing medical technology. Both of these factors will provide additional employment opportunities throughout the region. These opportunities will range from high skill positions like physicians and registered nurses to moderate skill positions like medical assistants and home health aides.

Professional occupations should increase by 3,135 jobs or 10.2 percent. Many jobs in this category will be added in *Education and Training* occupations, *Computer and Mathematical* occupations, and *Business and Financial* occupations. The demand for *teachers* should grow as the number of school age children increase in the region and as the need to replace existing workers in the profession is realized. In addition, the demand for *post-secondary teachers* should increase due to a larger number of area high school graduates attending regional universities and colleges, due in part, to policies encouraging recent graduates to continue their education. Many

computer-related occupations should see growth in the region due to increasing demand for and the rapid proliferation of computers and related technologies. Finally, business-related occupations like *accountants and auditors* and *financial advisors* should increase due to a growing demand for their services by both households and businesses.

Service occupations are expected to increase by 2,685 or 8.4 percent. Much of this job growth will be seen in food preparation and serving occupations and in building and grounds cleaning occupations. Occupations including *waiters and waitresses* and *food preparation workers* should see continued employment gains from area restaurants. Other service occupations including *janitors and cleaners, childcare workers, hairdressers and cosmetologists, and landscaping workers* are forecasted to see solid growth in the region.
 Source: Michigan Department of Energy, Labor & Economic Growth
 Bureau of Labor Market Information and Strategic Initiatives

1. Fastest Growing Occupations - 2004 - 2014 – Flint Area

Occupations	Employment Change	
	Number	Percent
Medical Assistants	280	39.1
Network & Computer Systems Administrators	70	26.0
Registered Nurses	1,000	22.3
Home Health Aides	510	22.3
Dental Hygienists	160	21.2
Physical Therapists	45	20.8
Special Ed Teachers, Pre/Kinder/Elem School	120	20.4
Dental Assistants	70	19.6
Social & Human Service Assistants	35	19.3
Radiologic Technologists & Technicians	60	17.8

Source: Michigan Department of Labor & Economic Growth
 Bureau of Labor Market Information and Strategic Initiatives

Green Industry Note:

Our local community college offers short term certified training for the growing green sector occupations. This provides updated training for individuals who may possess previous certification in the construction, weatherization, road construction and bio fuel development fields to prepare them to meet the today challenges of going green.

2. Job Skills

The job skills necessary to obtain employment opportunities in high demand areas require this MWA to examine the congruity of the labor demand and labor supply. One factor that continues to be increasingly an issue is the need for skilled workers. This is of special concern to this highly populated manufacturing region, as manufacturing jobs decrease. In nearly all of the top industries, the desire for a workforce with improved technological, communication, basic academic, and specialty skills is reinforced. According to the Michigan Department of Education,

the number of high school and community college graduates in the region rose by ten percent in the most recent school year, statewide high school and community college graduates increased by 4.6 percent.

In Genesee County, Mott Community College's Regional Technology Center on the former site of St. Joseph's Hospital continues to offer the high-tech training that is required in many industries', making the skills required by employers available to the residents in this community. The college will be working with the Genesee Regional Chambers of Commerce ("GRCC") their Economic Development division on developing curriculum and training that meets the needs of manufacturing employers. The college has also established Community Technology Centers in community-based settings to help individuals with little or limited technological skills to bridge the digital divide and access computer technology and educational services where they live. Computer labs are continued being upgraded to facilitate the A+ Certification training that is offered by the college, as well as an assisted living/ direct care worker program and a certificate program for assistive technology. Mott Community College remains committed to offering flexible educational opportunities, so that no matter what skill level people currently have they can still access the training needed for high-skill, high-wage, high demand jobs of the 21st century.

In the area of academic skills, there is sufficient education training institutions in this region to assist with any deficiencies that the workforce as a whole may have. Genesee County has officially obtained the status of being a "college town" with more than 29,124 people enrolled at Baker College of Flint, Mott Community College, U of M-Flint, Davenport University, Kettering University, and a host of colleges with satellite offices in the area, including Ferris State, Eastern Michigan University, Central Michigan and Wayne State University. Shiawassee County is home to Baker College of Owosso, the only post-secondary degree granting college physically located within the county. Baker College of Owosso prides itself in keeping pace with the latest technologies, along with up-to-date curriculum that provides training and education for high demand careers. As a career oriented institution, Baker stays on the "cutting edge" of what employers are asking for in new recruits. Their employment rate over the past five years has averaged 98.9% for Baker College of Owosso graduates. Based on the recommendations and feedback from Advisory Boards of actual employers, Baker offers over 140 certificate, associate's, bachelor's, master's, and doctorate programs in only the high-demand fields of Business, Engineering/Technology, Health, Education, Human Service, Office Administration, and Computers. Baker College is regionally accredited by The Higher Learning Commission* and the Baker College MBA program is also accredited by the International Assembly of Collegiate Business Education. According to Baker College, 2,738 people enrolled in 2007-2008 year. Many residents of the county also attend colleges in Genesee County and Ingham County.

II. MICHIGAN WORKS! SYSTEM

A. This Michigan Works! Agency has two main Michigan Works! Service Center(s), one in Genesee County and one in Shiawassee County. Through partnerships, this system, along with the worker enhancements and educational systems form the career development systems. The

MWA is currently revisiting its strategic planning process to continue to achieve truer goals established for its service delivery area.

Genesee County

The Service Center in Genesee County is located within the Career Alliance, Inc. Headquarters building. Both Career Alliance Headquarters and the Shiawassee Service Center are designated “ONE STOP” Centers. The MWA is designated as a Michigan Works! Agency (MWA), which serves both Genesee and Shiawassee Counties. Genesee County is the larger of the two counties covering 642 square miles and is the 33rd largest in the state. The population in Genesee County as of 2006 is 428,790.

This 100,000+ square foot building is located at 711 N. Saginaw Street in Flint, Michigan. This center houses a variety of public and private agencies that provide a myriad of services to those individuals throughout the region. Currently there are several agencies co-located in the facility. Although not housed in the Center, electronic linkages have been established with the following: The Department of Human Services, Urban League of Flint, Baker College of Flint, Baker College of Owosso, Beecher Community Schools, Flint Board of Education, Genesee Intermediate School District, Shiawassee Regional Education Service District, Human Investment & Development Corporation and SVRC Industries. In addition to the administrative offices for MWA, the following partner agencies are located in the Service Center:

1. Human Investment and Development Corporation (HIDC)
2. Michigan Department of Energy, Labor and Economic Growth Michigan Rehabilitation Services (MRS)
3. Michigan Department of Energy, Labor and Economic Growth - Veterans Services
4. Michigan Works! Employment Services Genesee County Community Action Resource Department-Employment Services (GCCARD- ES) and Jobs, Education and Training (JET) Orientation
5. Goodwill Industries/Goodwill Industries Food Service
6. Vet BIZ
7. AARP
8. New Horizons
9. Spectrum Child and Family Services
10. Alutiiq - Job Corps
11. Mott Community College
12. MWA Administrative Office

Shiawassee County

Shiawassee County is largely agricultural with 70% of its land in farms. Manufactured products produced include plastics, non-electrical machinery, motors and generators and electrical equipment. According to the Shiawassee Regional Chamber of Commerce Shiawassee Counties two largest non-manufacturing employers are Memorial Healthcare employing 699 and the Owosso Public School System employing 400.

The Shiawassee Service Center is located at 1975 West Main Street, (M-21), 2nd Floor, Owosso, Michigan. The Center’s building is well known by the residents of Shiawassee County.

Currently there are several agencies co-located in the facility. In addition to the administrative offices for MWA, the following partner agencies are located in the Service Center:

- 1) Michigan Works! Employment Service (Mott College)
- 2) Michigan Department of Energy, Labor and Economic Growth - Rehabilitation Services (MRS)
- 3) Michigan Department of Energy, Labor and Economic Growth - Veteran's Employment Services
- 4) SVRC Industries
- 5) Mott Community College
- 6) Baker College of Owosso
- 7) Human Investment & Development Corporation
- 8) Goodwill Industries of Mid-Michigan, Inc.
- 9) Transportation Solutions, A division of Shiawassee Area Transportation Agency (SATA)
- 10) Administrative offices for MWA.

The estimated population in Shiawassee County is 70,648. Shiawassee County has 540 square miles and is the 65th largest in the state. There are a number of initiatives for Shiawassee County residents. Baker College of Owosso has developed a state of the art Technology Center located on its main campus. Offerings at the Technology Center include Welding, A+ Certification, Microsoft Certification, HVAC, CAD, Interior Design, Computer Skills Training, and Automotive Repair. Baker also offers Nursing and Teachers program, Health Care Training and Diesel Mechanic Training. Baker is currently breaking ground on the new state of the art - Auto/Diesel Institute of Michigan. In the fall of 2009, Baker opened its new Health Sciences Center. Graduates are able to complete training and enter the workforce prepared to work on the latest equipment, using the latest technology through Baker College of Owosso.

Shiawassee County Collaborative Efforts

Shiawassee County has a very strong collaborative body, known as the Health & Human Service Committee that meets monthly. The Health & Human Service Agencies are committed to improving the quality of life for Shiawassee County Residents. Innovative collaborations have emerged from HHS, such as 12:01, Neighborhood Supporting Kids, 211, Homeless Taskforce, Strong Kids Campaign, and Prisoner Re-entry. Shiawassee County also has many organizations with strong collaborations such as, Shiawassee United Way, Catholic Charities, RAVE, Capital Area Community Services, Community Mental Health, DHS, The Arc, Shiawassee Area Transportation Agency, Shiawassee Regional Education Service District, and Shiawassee Regional Chamber of Commerce. The President and CEO of Shiawassee Economic Development Partnership now serves as a valuable member of the Workforce Development Board. An added service available to residents is The Career Closet. The Career Closet offers gently used professional dress clothing to those in need of work or interview attire.

Recently the Shiawassee Regional Chamber of Commerce has been hosting town hall meetings for the Sub Regional plan. These meetings have been facilitated by Glenn Pape of the MSU Land Policy Institute. Information gather through these meeting will be developed in the

Shiawassee Sub Regional Plan that affects both state and federal funding. This plan will be submitted to the state upon completion. Some of the topics have covered: What things do you cherish most about this place you call home? Is it the Shiawassee County Fair Grounds; the skate park in Laingsburg; the Durand Union Station; or fishing on the river? What do you have to say about your shopping selections, the recreational opportunities, or the housing options that are available? How about education, medical care facilities, roads and transportation, or jobs in Shiawassee County?

EXPANSION/IMPROVEMENT PLAN

Career Alliance, Inc. plans to continue to provide improvements, service enhancements at each of its One Stop Centers. Enhancements will include:

- Marketing Costs - Cost associated with the marketing of the Service Center such as, advertisements, signs, stationery, business cards, & web page enhancement;
- Improve Inside signage to include Braille signs;
- Awareness training for staff & service providers;
- Improve accessibility for individuals with disabilities;
- Improve Labor Management Information for Economic Development;
- Outreach and recruitment to various human services agencies and youth;
- Services to enhance access to the client base and resource room;
- Enhanced computer technologies, such as Internet access, and file server costs;
- Improve Customer Satisfaction;
- Increase Business Services and Outreach

B. MEMORANDUM OF UNDERSTANDING (MOU)

Copies of our Memorandum of Understanding Agreement with the required partners are on file and available for review.

III. LOCAL PERFORMANCE MEASURES

Adult Performance Levels Program Year- 2007 (July 1, 2007, through June 30, 2008)

- Employment Rate- 80.0%
- Employment Retention- 78.0%
- Average Earnings Change- 8,000
- Credential Rate- 75.0%

Dislocated Worker

- Employment Rate-90.0%
- Employment Retention- 88.0%
- Average Earnings Change - \$10,500

- Credential Rate-82.0%

Older Youth (19-21)

- Employment Rate- 78.0%
- Retention Rate- 70.0%
- Average Earnings Change-2,200
- Credential Rate- 73.0%
- Younger Youth (14-18)
- Skill Attainment Rate- 90.0%
- Diploma Attainment Rate-89.0%
- Retention Rate-65.0%

Customer Satisfaction

- Participant Score-91.0%
- Employer Score-86.0%

Adult Performance Levels Program Year- 2008 (July 1, 2008 through June 30, 2009)

- Employment Rate-82.0%
- Retention Rate-80.0%
- Average Earnings Change-\$8,500
- Credential Rate-80.0%

Dislocated Worker

- Employment Rate- 92.0%
- Retention Rate-90.0%
- Average Earnings Change- \$10,800
- Credential Rate-83.0%

Older Youth (19-21)

- Employment Rate-80.0%
- Retention Rate-75.0%
- Average Earnings Change-2,600
- Credential Rate-75.0%

Younger Youth (14-18)

- Skill Attainment Rate-92.0%
- Diploma Attainment Rate-90.0%
- Retention Rate-67.0%

Customer Satisfaction

- Participant Score-91.0%
- Employer Score-86.0%

Adult Performance Levels Program Year- 2009 (July 1, 2009 through June 30, 2010)

- Employment Rate-82.0%
- Retention Rate-80.0%
- Average Earnings Change-\$8,500

- Credential Rate-80.0%

Dislocated Worker

- Employment Rate- 92.0%
- Retention Rate-90.0%
- Average Earnings Change- \$10,800
- Credential Rate-83.0%

Older Youth (19-21)

- Employment Rate-80.0%
- Retention Rate-75.0%
- Average Earnings Change-2,600
- Credential Rate-75.0%

Younger Youth (14-18)

- Skill Attainment Rate-92.0%
- Diploma Attainment Rate-90.0%
- Retention Rate-67.0%

Customer Satisfaction

- Participant Score-91.0%
- Employer Score-86.0%

Adult Performance Levels Program Year- 2010 (July 1, 2010, through June 30, 2011)

- Employment Rate- 82.0%
- Employment Retention- 80.0%
- Average Earnings Change- 8,500
- Credential Rate- 80.0%

Dislocated Worker

- Employment Rate-92.0%
- Employment Retention- 90.0%
- Average Earnings Change - \$10,800
- Credential Rate-83.0%

Older Youth (19-21)

- Employment Rate- 80.0%
- Retention Rate- 75.0%
- Average Earnings Change-2,600
- Credential Rate- 75.0%
- Younger Youth (14-18)
- Skill Attainment Rate- 92.0%
- Diploma Attainment Rate-90.0%
- Retention Rate-67.0%

Customer Satisfaction

- Participant Score-91.0%
- Employer Score-86.0%

IV. ADULT AND DISLOCATED WORKER EMPLOYMENT AND TRAINING

ACTIVITIES

The MWA requested and was granted:

- A funds transfer waiver in November of 2010.
- A graduated scale waiver based on employer size in November of 2010.
- A customized training flexibility waiver in November of 2010.

These waivers will enable the MWA to better serve Adult and Dislocated customers. The waiver will allow the Workforce Development and Administrative Boards to continue to meet the demands of employers for skilled workers, and the workforce needs of area residents seeking employment. As Genesee and Shiawassee Counties transition from manufacturing-based economies to knowledge-based economies, Career Alliance, Inc. must retrain dislocated workers and train adult job seekers for jobs in emerging business sectors. At any given point during the program year, the MWA may experience a substantial increase in worker dislocations and/or a large influx of adult job seekers, including public assistance recipients, ex-offenders, and members of other target groups. The waiver will enable the MWA to react quickly with adequate funding to either circumstance.

The MWA's specific outcomes for these waivers are as follows:

- Enhance the ability of the MWA to respond quickly to local workforce and economic conditions;
- Increase the MWA's flexibility to design adult and dislocated programs and services;
- Improve the MWA's performance outcomes;
- Improve the MWA's ability to provide targeted assistance in response to customer needs; and
- Enhance the MWA's ability to address industry needs and worker training and/or retraining.

Eligibility for services:

Service providers are to follow eligibility requirements policies and procedures when determining client's eligibility for enrollment into WIA program services (i.e., staff-assisted core, intensive and training services). If a person is unable to produce documentation authenticating Authorization to Work in the United States, they will be denied enrollment into WIA and all related services.

The adult/dislocated worker who qualifies will have access to core, intensive and training services. Core services will be available to the general public through our Employment Service office located in the One Stop. These services which assist individuals in finding resources which will assist in seeking employment

Additional core services locally referred to as secondary core services, will be available to the public through our service provider network. These Secondary Core services include the following: follow-up services, including counseling regarding workplace, individual job development once accomplished through the use of services beyond self service and informational activities; job clubs when accomplished through the use of services beyond self-

service and informational activities; and screened referrals when accomplished through the use of services beyond self-service and informational activities.

Intensive services and training require WIA registration. Intensive services are available to the targeted populations to support workforce development efforts based on program eligibility and other local determined criteria. Individuals will be able to access intensive services that will be available due to the funding constraints and based on eligibility: 1) adult/dislocated workers who are unemployed and unable to seek employment through core services, 2) adult/dislocated workers who are employed, but have been determined by the operator of the Service Center to be in need of such services to retain employment, 3) person with disabilities, 4) person who is receiving public assistance, 5) persons who are veterans. Intensive services such as comprehensive and specialized assessments of skills levels and service needs, development of an individual employment plan, group counseling, individual counseling and career planning, case management for those seeking training services, and short term pre-vocational services will be available to the individuals listed above as funding permits.

Training services are available to support workforce development efforts based on program eligibility: 1) adult/dislocated workers who have met eligibility requirements for intensive services and still unable to obtain/retain employment, 2) adult/dislocated workers who after an interview, evaluation, or assessment and case management have been determined to be in need of training services and are capable of successfully participating in the selected program of training services, 3) adult/dislocated workers who select programs of training services that are directly related to employment opportunities in the local area or in another area in which the adults or dislocated workers receiving such services are willing to relocate, 4) adult/dislocated workers who are unable to obtain other grant assistance for such services, 5) adult/dislocated workers who are determined to be eligible in accordance with the state's priority system, 6) individuals who have disabilities, 7) individuals who are public assistance recipients, and 8) individuals who are veterans.

The Adult and Dislocated Worker Documentation Checklist should be used to identify the documents you can accept to verify eligibility according to requirements above. This checklist must be maintained in your participant hard file.

Training that may be available would include

- Occupational skills training
- On-the-job training
- Programs combined with workplace training with related instruction
- Training programs operated by the private sector
- Skill upgrading and retraining
- Entrepreneurial training
- Job readiness training
- Adult education and literacy activities provided in combination with services described above
- Customized training conducted with a commitment by an employer or group of employers to hire an individual upon completion of the training.

Career Alliance, Inc. will use the State of Michigan's database of providers when Designing Individual Training Accounts (ITAs) for clients. Any exception to using ITAs will be evaluated on a case-by-case basis; however, funding will come from non-Career Alliance sources such as Pell grants, scholarships, etc.

INADEQUATE TRANSPORTATION SERVICES

Especially in the rural areas of Genesee County and most of Shiawassee County, lack of sufficient transportation often creates significant barriers to participants seeking employment. This problem is more acute for the long term unemployed who may have fewer resources to find solutions to this problem. Many of the expanding and new businesses are located beyond the public transportation routes. Shiawassee Area Transportation Agency (SATA) has received a mobility manager grant to coordinate all modes of transportation within the county. Funding for services offered by the Transportation Solutions Division (TDS) of SATA is provided by Job Access Reverse Commute (JARCC) and New Freedom Grants through the Michigan Department of Transportation. The TDS is designed to provide transportation services beyond the requirements of the American with Disabilities Act (ADA) and beyond the scope of services offered by the SATA Dial-A-Ride service, to eligible residents of Shiawassee County.

COMPREHENSIVE COORDINATES SERVICES TO DROPOUTS

Current programs for dropouts vary greatly in quality and quantity within the MWA. Further, programming tends to be short term in nature. There is a need to provide comprehensive, coordinated, and long-term education and employability development for this group. Traditionally WIA has relied upon the public education sector to address the needs of dropouts. In cooperation with the public educational institutions, Career Alliance, Inc. is developing functional basic skills education in nontraditional settings to narrow the gap.

INDIVIDUALS WITH DISABILITIES

Current programs for individuals with disabilities have been a commitment for this MWA. There is a need to coordinate a comprehensive, and long-term education and employability skills. Traditionally WIA has relied upon MRS to address the needs of individuals with disabilities. In cooperation with the disability agencies, this MWA has developed functional basic skills education in nontraditional settings to narrow the gap. Case managers will assist disabled individuals by working with local Michigan Rehabilitation Services, Department of Human Services, Community Mental Health, , Local school districts, and the Disability Network. Case managers will coordinate services with disability agencies to provide opportunities for placement throughout the system.

COORDINATION AND LEVERAGING OF RESOURCES

Although there has been improvement in this area , there is a continued need to coordinate services and programs to avoid duplication and to leverage available resources. With continued and expected budget cuts to programs that serve the dislocated worker, the need to coordinate and leverage resources will become particularly acute.

The local Individual Training Account (ITA) system and the procedure for ensuring that

exceptions to the use of ITAs, if any, are justified under the consumer's choice agreement. Veterans will receive priority in the one-stop system for labor exchange services. The local Veterans Employment Representative is required to provide reports at least quarterly to the local employment service office regarding compliance with Federal law and regulations with respect to special services and priorities for eligible veterans seeking employment services. The local Employment Service office will, as required, give priority in selection and referral to qualified veterans and give disabled veterans priority over other veterans. Mediated services to veterans will be provided through the designated state employees.

Wagner-Peyser Employment Service Agency (ESA), Trade Adjustment Assistance (TAA) services to be delivered the same as services delivered through the Employment Services offices. In accordance with Section 8(b) of the Wagner-Peyser Act, as amended, MWA's will promote employment opportunities for persons with disabilities and provide job counseling and placement of persons with disabilities. The MWA will require designation of at least one person, in each office where Employment Services are provided whose duties include providing services for persons with disabilities described above. Under the State Plan, ESA will cooperate and maintain a written agreement with Michigan Rehabilitation Services (MRS) in providing services to persons with disabilities. The ESA service provider(s) will have designated staff trained to provide the following TAA services.

1. LABOR EXCHANGE

In Genesee County there are 42 computers for client use and 4 computers for employers. In addition, CAI has 12 computers available in our second floor computer lab should an overflow area be needed. In Shiawassee County there are 17 computers for client use and 2 computers for employers. There are 2 computer lab areas with an additional 30 computers for overflow use if needed.

When large lay-offs occur, the local Employment Service provider will provide registration on-site at all affected employer locations if requested. To register for work, unemployment claimants must enter a resume into the Michigan Talent Bank (MTB). If working on-site and computers are unavailable, ES staff will use the Michigan Talent Bank work sheet; form DLEG0101-188 to obtain information from the claimant. ES staff may assist in entering the information into the MTB website to create a resume for the client.

A mediated service form can also be used to obtain information which will allow ES staff to enter data into the OSMIS. ES staff must verify that claimants are meeting the basic requirements for receiving unemployment insurance benefits and will send an electronic file transmitting the claimant's validated registration data. It is the entry of a registration date that allows benefit payment to a claimant.

Customers, job-seekers, and potential employers can access basic labor exchange information using Michigan's Talent Bank/Job Bank Internet-based system through three levels of basic labor exchange services, including:

- 1) Self-service
- 2) Staff-assisted self-service (staff facilitates customer access); and

3) Mediated services (staff provides individualized intensive assistance). There are 6 full time staff members in Shiawassee and 13 full time staff members in Genesee to assist both the potential employers and job-seekers.

Service will be facilitated by competent employees at the one-stop. In addition, each of the eighteen district library sites has computers with Internet access for customers to access basic labor exchange information. At both one-stop service centers and the library facilities, staff are ready to offer assistance where needed to ensure customer access to information. For those customers needing intensive assistance, One-Stop staff will provide needed assistance.

There is an Employment Resource Room within each One-Stop Service Center that will provide:

- Outreach and marketing to area employers
- Training and support to address a variety of employment service issues for job seekers, including resume writing;
- Mock interview videotaping and debriefings;
- Access to computer, copy machine, fax machine, and telephone
- Basic skills and career assessment programs are available

The MWA continues to work with their previous SHARE partners which includes; Faith based community access to computers for individuals registering on the MTB.

2. UI WORK TEST

ES Registration of UI Claimants: The Unemployment Insurance Agency (UIA) will require UI claimants to complete an ES registration at locations designated in a Michigan Works! Agency's (MWA's) approved ES Plan through the use of the MTB. Such registration may be completed remotely. The UIA will provide claimants with forms instructing them to register for work and listing the locations where they may register for work. MWA service providers must apply a unique stamp, initial each claimant's verification card, and electronically log the name and Social Security Number of each claimant after he or she has completed the ES registration program. The Bureau of Workforce Programs (BWP) will ensure that the UIA receives a timely certification that the claimant has completed the required ES registration. The UIA will then authorize payment of the claim, if all other requirements are met.

Reporting Claimant Non-Compliance with the "Available and Seeking Work" Requirement: MWA service providers must complete a form and report to the UIA any specific evidence of a claimant's unavailability for, or lack of, seeking work which may come to the attention of an individual assigned to deliver employment services.

3. PARTICIPANT IN A SYSTEM FOR CLEARING LABOR BETWEEN STATES

Career Alliance, Inc. participates in the Michigan component of the national labor exchange system by providing access to the Michigan Talent Bank and receiving and forwarding certain interstate and intrastate job orders to designated ESA staff for processing.

4. ADMINISTER THE TRADE ADJUSTMENT ASSISTANCE (TAA) PROGRAM

Services to be delivered are the same as services delivered through the Employment

Services offices. In accordance with Section 8(b) of the Wagner-Peyser Act, as amended, Career Alliance, Inc will promote employment opportunities for persons with disabilities and provide job counseling and placement. The MWA has designated at least one person in each office where Employment Services are provided. Under the State Plan, ESA will cooperate and maintain a written agreement with Michigan Rehabilitation Services (MRS) in providing services to persons with disabilities. The ESA service provider (s) will have designated staff trained to provide the following TAA service. The MWA service provider (s) will provide the full range of mandated reemployment services listed below to workers adversely affected by foreign competition in accordance with the TAA and TAA implementation Act. These reemployment services are as follows:

- 1) Employment Registration,
- 2) Employment Counseling,
- 3) Vocational Testing,
- 4) Job Development,
- 5) Supportive Services,
- 6) On-the-Job Training,
- 7) Classroom Training,
- 8) Self-Directed Job Search,
- 9) Relocation Allowances
- 10) Job Search Allowances

5. EMPLOYMENT SERVICES AGENCY COMPLAINT SYSTEM

All agencies receiving funds from the Michigan Department of Energy, Labor and Economic Growth, their employees, and clients, will adhere to the grievance policies initiated by the Michigan Department of Energy, Labor and Economic Growth. The individual filing the grievance will follow the protocol outlined in the grievance procedure. If the complaint is not resolved, a written appeal may be submitted to the Genesee County Controller's office. The Genesee County Controller's office will render a decision within 60 days from the date of the initial grievance.

Career Alliance has designated an Equal Employment Opportunity Officer. The local officer is **Craig Coney-Genesee County & Sharon Bowen-Shiawassee County**. All EEO complaints are documented by and maintained at the Michigan Works! Agency. Each client is given a copy of the Career Alliance grievance policy, upon receiving services.

The required complaint process for ES will be followed as outlined in the Employment Service Manual. All ES staff will receive an orientation to the process including the handling of ES-Related complaints and non ES-Related Complaints. Craig Coney & Sharon Bowen of Career Alliance, Inc. is designated as the ES Complaint Coordinator. Notification of a complaint process will be given to users in a visible, common area at each center including information on how to contact the State Monitor Advocate.

6. FIDELITY BONDING PROGRAM

The MWA's service provider (s) will assist job seekers and employers in instances where employment is conditional on the applicant maintaining a fidelity bond, and job seekers needing assistance in obtaining the fidelity bond. Active marketing of this service to employers will be done as a part of our outreach and marketing efforts.

V. RAPID RESPONSE

In response to plant closing/mass layoffs Rapid Response assistance shall be provided on site. Rapid Response Teams (RRTs) will meet with the employer to assess the situation, provide initial information on types of assistance available, and initiate an appropriate program response. A Rapid Response Team consists of the DELEG Rapid Response Consultant, Director of Local Michigan Unemployment Agency or designee and MWA Staff.

The dislocated worker will be able to receive intensive, training, Wagner-Peyser labor exchange, unemployment insurance and reemployment services through the MWA Service Centers in Genesee/Shiawassee Counties

VI. FUNDING

A. The Genesee/Shiawassee MWA has established the following criteria that will be used to determine whether funds allocated for adult employment and training activities under the WIA are limited.

- Request for services have increased as a result of large number of layoffs or business closures.
- Funds have been reduced
- The process of priority for service will apply when it has been determined that WIA adult employment and training funds are limited. The priority list for services in accordance with the Jobs for Veterans Act of 2002, the Genesee and Shiawassee Workforce Development Board has established the following criteria for accessing Intensive and Training Services:
 - Veterans/ Eligible Spouses
 - Public Assistance Recipients
 - Low Income Individuals

The WIA Veterans prioritization will apply even if funding in the local area is determined to not be limited.

B. A description of the competitive process to be used to award grants and contracts for activities carried out under local workforce investment systems, including the process to be used to procure training services that are made as an exception to the ITA process (WIA Section 134(d)(4)(G).

The primary consideration in selecting agencies or organizations to deliver services within a service delivery area shall be effectiveness of the agency or organization in delivering services based on demonstrated performance, costs, quality of training, characteristics of participants, etc.

The selection of service providers shall be on a competitive basis to the extent practical, and shall include a determination of the ability of the service provider to meet program design specifications established by the administrative entity that take into account the purposes and goals of the specific program.

The Genesee/Shiawassee MWA has established the following written procurement system for the selection of the service providers for all funding sources:

Career Alliance, Inc. mission is to coordinate the delivery of high quality, effective Workforce Development Services to the Genesee/Shiawassee County community. Through its service provider network, Career Alliance, Inc intends to implement innovative and creative programs that leverage all available resources and that meet the needs of stakeholders. Career Alliance, Inc will ensure that a competitive solicitation process, in compliance with policy issuance 04-03, is used to procure needed services.

Career Alliance, Inc. maintains a bidder's list, which may be added to at any time, upon receipt of a written request of the potential bidder. A letter is sent to each organization on the bidder's list. A public notice is placed in newspapers of general circulation within Genesee and Shiawassee Counties. A request for proposal is released. All interested parties may request a proposal packet. A bidders' conference is held which allows parties to have questions regarding the RFP answered. All questions must be submitted in writing, prior to the bidder's conference.

The following steps are to be taken to ensure that minority firms, women's business enterprises, and labor surplus area firms are used when possible:

- Placing qualified small, minority, and women's businesses on solicitation lists;
- Ensuring that small, minority, and women's businesses are solicited whenever funds become available;
- Dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by small, minority, and women's businesses;
- Establishing delivery schedules, where the requirements permit, which encourages participation by small, minority, and women's businesses;
- Using the services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and
- Requiring the prime contractor, if subcontracts are to take the same steps.
- All proposals submitted in response to the Request for Proposal (RFP) are logged, assigned a number, and examined for completeness. This screening determines initial responsiveness to the RFP. The original copy of the proposal is filed along with the screening checklist. Copies of all proposals that are considered to be responsive are forwarded to members of the Proposal Review Team.
- Reviewers individually review and fill out a rating form for each proposal. After the rating is completed the individual scores are compiled by the Workforce Training Department and forwarded to the MWA President and CEO, who make recommendations to the Budget & Finance Subcommittee of the Workforce Development Board. The Workforce Development Board determines the contract awards and funding levels.

C. Identification of the Chief Elected Official designated as the Grant Recipient for the Workforce Development Board (WDB) Area and the Fiscal Agent, if different from the Grant Recipient

The Grant Recipient and Fiscal Agent for all WIA funding is:
Chairman of the Genesee County Board of Commissioners
1101 Beach Street, Room 312
Flint, Michigan 48502

D. Wagner-Peyser ES service providers will be funded.

1. Wagner-Peyser ES Section 7(a) Funds

The local board will deliver Wagner – Peyser funded services at no cost to employers and job seekers. Wagner – Peyser funds will be appropriated to the MWA according to the following allocation:

- 50% based on the local area’s share of the state’s average civilian labor force during the previous year and previous year.
- 50% of the local area’s share of the state’s average number of unemployed persons during the previous year. The MWA will limit administrative costs connected to Wagner – Peyser funds to 15% of the total allocation.

2. TAA Reform Act of 2002:

Documentation will be maintained by the WDB regarding the TAA Reform Act of 2002 in accordance with BWP PI 05-22, issued December 15, 2005, and subsequent changes. The BWP will allocate TAA funding to local MWA’s on a fiscal year basis. The TAA funding will be redistributed, as necessary, on a monthly basis in accordance with BWP PI 06-09, issued August 29, 2006.

3. Direct State Agency Payroll for State Employees and Their Support:

Locally based ES employees will remain on the state payroll, unless they are under contract with the MWA to provide services. The cost of their direct support will be reimbursed by the state in accordance with the local MOU. Relocation of locally based ES employees to newly designated office locations is subject to prior BWP approval.

VII. REVIEW, COMMENT, AND PUBLICATION DOCUMENTATION

Beginning September 1, 2011 through September 30, 2011 the Workforce Investment Act (WIA) Comprehensive Five-Year Local Plans for Adults, Dislocated Workers and Youth will be available for public comment. The plan will be posted to our website at www.careeralliance.org. Comments may be directed to admin@careeralliance.org. MWA’s are required to publish plans in accordance with Section 118(c) of the Act. Members of the local board and members of the public including representatives of business and labor organizations are encouraged to review the plan and submit comments. Copies of the complete plans are available for review at the Administrative offices of CAI:

711 N. Saginaw St., Suite 300
Flint, MI 48503

1975 W. Main St., 2nd Floor
Owosso, MI 48867

Any comments that express disagreement with the plan will be forwarded to MDELEG along with the plan. In addition, the MWA will maintain documentation on file for monitoring by the DELEG. The complete plan and comments on the plan will be maintained at the Administrative Office of MWA, in the Workforce Training Department.

In accordance with the Americans with Disabilities Act (ADA), availability of the final Local Five-Year Plan for Adult/dislocated workers must include reference to accommodations or special requests of the plan in alternate formats, such as large print, audiotape, etc. In addition, public meetings concerning the plan must comply with physical access requirements of the ADA.

A work-flex waiver was requested by the MWA on 10-24-08. The waiver was granted by MDELEG on 11-21-08. No public comments were received during the public comment process.

SECTION II

YOUTH

I. LOCAL VISION AND GOALS

A. Strategic, Economic, and Workforce Development goals for youth.

Genesee/Shiawassee County Workforce Development Board will provide additional choices for youth in conjunction with parental involvement to allow career preparation to become integrated within the local educational system. We, as a Michigan Works! Agency believe that if we become more involved with empowering our youth to make better decisions, we will be able to develop and strengthen our communities. The Genesee/Shiawassee County Workforce Development Board strives to provide choices and lifelong involvement for youth.

B. Youth Vision and the Workforce Investment Act (WIA) and how the Workforce Investment System will help to attain these goals.

The Genesee Shiawassee County Workforce Development Board will focus on educational and job training partnerships, which will assist youth when they are seeking employment in the job market. Especially youth who are deficient in basic skills and lacking in their personal skills. The Genesee Shiawassee County Workforce Development Board believes that if we focus on attaining goals set by the state we will be successful in the development of training and educational opportunities for youth. Below are lists of Goals we will focus on:

- Work with employers, educational institutions, and other community partners to ensure youth are equipped with the skills employers demand.
- Allow private employers to provide input with plans, development, and evaluation of education and training programs.
- Review the state monthly performance reports to improve and expand services to our targeted groups.
- Make services available to all eligible persons.

The Youth Documentation Checklist should be used to identify the documents you can accept to verify eligibility according to requirements above. This checklist must be maintained in your participant hard file.

Data Validation Checklist (optional)

The Data Validation Checklist can be used to verify that all documentation has been collected and verified to successfully pass our yearly Data Validation Requirements.

Required Program Elements

Proposals must contain all of the required ten program elements. If a required program element is not provided by the proposer, the proposal should state who the proposer will partner with to provide the element, and how the participant will access the required element. Required program elements (WIA §129 (c) (2)) are:

1. Tutoring, study skills training, and instruction, leading to completion of secondary school, including dropout prevention strategies;
2. Alternative secondary school services, as appropriate;
3. Summer employment opportunities that are directly linked to academic and occupational learning;
4. As appropriate, paid and unpaid work experiences, including internships and job shadowing;
5. Occupational skill training, as appropriate;
6. Leadership development opportunities, which may include community service and peer-centered activities encouraging responsibility and other positive social behaviors during non-school hours, as appropriate;
7. Supportive services;
8. Adult mentoring for the period of participation and a subsequent period, for a total of not less than 12 months;
9. Follow-up services for not less than 12 months after the completion of participation, as appropriate; and
10. Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referral, as appropriate.

▪ Summer Component

Program proposers are required to develop strategies for comprehensive programs based on principles such as preparation for post-secondary opportunities, linkages between academic and occupational learning, and connections to the local job market in their youth systems. Summer youth employment only represents one of the ten required program elements. Emphasis for youth programs consists of comprehensive services.

If you are proposing a summer component for participants not enrolled in regular work experience, you must include an academic or occupational learning experience in conjunction with a summer job. The duration for the summer component is six to eight weeks. Summer work experience should be provided for a maximum of 20 hours per week for youth receiving remediation.

Workforce Investment Act Guiding Core Principles

The Workforce Investment Act will guide the Genesee/Shiawassee County Workforce Development Board and collaborating partners as we plan, implement, and evaluate the impact the program is having on our youth. Programmatically we will provide (1) Comprehensive services; (2) Commitment to the provision of high quality programs and services by collaborative partners who share a common vision, purpose and leveraged resources; (3) Intensive involvement with caring adults; and (4) Provision of follow-up services of sufficient duration and intensity to fulfill participant needs.

Genesee/Shiawassee County Workforce Development Board will screen all programs and services to ensure that they:

- Focus on the positive
- Develop personal responsibility for self and personal actions and consequences
- Are aligned and congruent to the common vision and purpose shared by all partners and stakeholders
- Foster cooperation, collaboration and coordination with the community
- Act as a catalyst to unleash the caring potential of residents and organizations to leverage and focus resources to meet youth needs
- Foster hope that positive change and impact is possible

C. Youth customers of the Workforce Investment System in Genesee/Shiawassee Counties

The target group of youth is between the ages of 14-21 years of age for WIA and 14 – 24 years of age for ARRA who are low income, as defined in the WIA Section 101(25); and youth with significant barriers to employment. The Genesee/Shiawassee WDB will ensure that at least 30% of funding will be used out of school youth and 70% of funding will be used for in-school youth.

D. Competitive process to award grants and contracts for youth activities under Title I of WIA

Grants and contracts for activities under WIA must be awarded using a competitive process conducted in a manner, which provides open and free competition. The Genesee/Shiawassee County Workforce Development Board shall maintain a written procurement process that is utilized in the selection of service providers and vendors and for all procurement involving MDELEG funds. All procurement involving MDELEG funding sources will be done in accordance to the guidelines set forth in Michigan Department of Energy, Labor and Economic Growth (MDELEG)/OWD Policy Issuance 04-03, Procurement Policy and updates. Career Alliance will utilize the following procedures and strategies to effectively implement the procurement process.

A description of the competitive process to be used to award grants and contracts for activities carried out under the local workforce investment systems, including the process used to procure training services that are made as exception to the ITA process (WIA Section 134(d)(4)(G)). The primary consideration in selecting agencies or organizations to deliver services within a service delivery area shall be effectiveness of the agency or organization in delivering services based on demonstrated performance, costs, quality of training, characteristics of participants, etc. The selection of service providers shall be on a competitive basis to the extent practical, and shall include a determination of the ability of the service provider to meet program design specifications, established by the administrative entity, that take into account the purposes and goals of the specific program.

The Genesee/Shiawassee MWA has established the following written procurement system for the selection of the service providers for all funding sources: Genesee/Shiawassee County Workforce Development Board mission is to coordinate the delivery of high quality, effective Workforce Development Services to the Genesee/Shiawassee County community. Through its service provider network, Genesee/Shiawassee County Workforce Development Board intends to implement innovative and creative programs that leverage all available resources and that meet the needs of stakeholders. The Genesee/Shiawassee County Workforce Development

Board will ensure that a competitive solicitation process, in compliance with DELEG policy issuance 04-03, is used to procure needed services.

Genesee/Shiawassee County Workforce Development Board maintains a bidder's list, which may be added to at any time, upon receipt of a written request of the potential bidder. A letter is sent to each organization on the bidder's list. A public notice is placed in newspapers of general circulation within the MWA. A request for proposal is released. All interested parties may request a proposal packet. Releases for proposal's (RFPs) are also available to the public on our website at www.careeralliance.org. A bidders' conference is held which allows parties to have questions regarding the RFP answered. All questions must be submitted in writing, prior to the bidders' conference.

The following steps are to be taken to ensure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. The MWA will place qualified, minority, and women's businesses on solicitation lists and ensure that these businesses are solicited whenever funds become available. All proposals submitted in response to an RFP are logged, assigned a number, and examined for completeness. This screening determines initial responsiveness to the RFP (Request for Proposal). The original copy of the proposal is filed in the contracting department. Complete copies of all proposals are forwarded to members of the Proposal Review Team.

Reviewers individually review and fill out a rating form for each proposal. After the ratings are complete the individual scores are compiled by the Policy & Performance Department and forwarded to Career Alliance, Inc. CEO and Vice President, who make recommendations to the Budget & Finance Subcommittee of the Workforce Development Board. The Workforce Development Board approves the contract awards and funding levels.

E. One-Stop Service Center including Current Youth Activities

WIA encourages youth programs to be connected to the one-stop system, as one way to expose youth to all available community resources. The effectiveness of services offered for youth will be directly proportional to how well they meet the needs of local employers, small, medium, and large, in the local labor markets.

Services for youth will be improved because of the asset building contextual model approach to youth development. Effective youth development strives to help young people develop the inner resources and skills they need to help them and deter them from unhealthy and antisocial behaviors.

Some organizations are located in the Flint Community within a five-mile Radius of downtown that service youth: Ennis Center (Foster Child Services/Adoption Agency), Big Brothers & Big Sisters (Genesee & Shiawassee), Spectrum Child and Family Services and the Flint / Genesee Job Corps Center. The Flint/Genesee Jobs Corps Center offers vocational training, basic education, and GED programs for youth. The center serves about 330 students. In addition to these resource centers, there are a number of other smaller organizations that cater to the needs of youth within the Community.

Genesee and Shiawassee Counties have benefited by the strong collaborative efforts of area educational institutions. In addition to the youth programs offered by the Flint Community Schools, RESD, Baker College of Owosso, Beecher Schools, the Genesee Intermediate School District, and five local institutions of higher learning, have strong commitments to educating and preparing area youth for the workforce. They include Mott Community College, Baker College, Kettering University, University of Michigan Flint, and Davenport University. Mott Community

College specializes in occupational programs. Baker College provides worker training and retraining programs. Kettering University offers cooperative engineering and management programs. The University of Michigan Flint provides undergraduate and graduate education in a variety of fields. Davenport University offers programs and training for business related careers.

I. STRATEGIES FOR IMPROVEMENT

- A. The local board, Youth Council, and Education Advisory Group (EAG) will develop and manage effective youth programs. The local board, Youth Council, and Education Advisory Group (EAG) will work diligently together with employers, educational institutions, and other collaborating partners to ensure that needs are being addressed. Effective youth development strives to help young people develop the inner resources and skills they need to help them and deter them from unhealthy and antisocial behaviors.
- B. Strategy for providing comprehensive services to eligible youth
The Genesee/Shiawassee County Workforce Development Board and collaborating partners will be guided by the Workforce Investment Act (WIA) core principles as it plans, implements, and evaluates program impacts. Programmatically, we will provide (1) Comprehensive services; (2) A commitment to the provision of high quality programs and services by collaborative partners who share a vision, purpose, and leveraged resources; (3) Intensive involvement with caring adults (i.e. parent/grandparent groups); and (4) Follow-up services of sufficient duration and intensity to fulfill participant needs.
- Job Corps Center Linkages
The Flint/Genesee Job Corps Center is located within one mile of the Broome Youth Opportunity Center. There is a long-standing referral relationship with MWA, Inc. and this organization. The Jobs Corps Center typically has over 300 participants from the ages of 16-24. Offerings including basic education opportunities leading to a GED and individualized job skills training. Vocational programs include Accounting, Brick Masonry, Carpentry, Clerical Occupations, Computer Operator, Dental Assistant, Health Occupations, Manufacturing Technology, Painting, and Welding. Connections will be accomplished through a case management referral process and interagency service collaboration.
 - Disabled and Foster Youth Linkages
Case managers will assist disabled youth by working with local school districts and special education offices. Out-of-school youth with disabilities will receive assistance through partnerships with Michigan Rehabilitation Services, the Disability Network and Michigan Department of Human Services. Case managers will coordinate services with foster care placement agencies to secure the success of these youth throughout the system.
 - Child Care/Health Services/Mental Health Services/Substance Abuse Services Linkages
Case managers will assist enrollees with referrals and eligibility certification for services to appropriate agencies. Linkages have been established with the Genesee & Shiawassee

County Community Mental Health, 4C Childcare Services, New Paths, Insight and the Genesee County Health Department.

Meeting the WIA provisions regarding youth program design

- Preparing youth for post secondary educational opportunities;
Genesee/Shiawassee County Workforce Development Board will offer basic skills enhancement, remediation, counseling, and assistance in applying for financial aid, tutoring, and training in study skills. Vocational education, post secondary career prep system, and career and technical services will be coordinated to ensure preparation for post-secondary educational opportunities and any alternative secondary school services. Eligible enrollees will complete applications for Michigan Department Scholarship incentive program for low-income students and the application for the state proficiency test administered in the eleventh grade. Campus on-site tours will also occur.
- Tutoring, study skills training, and instruction leading to secondary school completion, including dropout preventions are;
The Genesee/Shiawassee County Workforce Development Board has implemented programs that will provide youth with identification of personal education and training needs, targeting training to skill needs, provision of extended learning time and opportunities, acceleration of acquisition of basic skills, linking education and training with high school graduation and employability requirements, documentation of skill development over time, and monitoring individual progress toward attainment of high school course and graduation requirements.
- Alternative secondary school services;
The Genesee/Shiawassee County Workforce Development Board and its partners of secondary education will make available core curriculum, which will provide access to vocational type courses. Interviews with all youth and parents who are eligible will be conducted.
- Summer employment opportunities directly linked to academic and occupational learning;
The Genesee/Shiawassee County Workforce Development Board will recruit employers to provide opportunities for youth for summer program activities. The focus will be on academic enrichment and to provide career opportunities. Summer employment opportunities will provide experience for youth to transition into unsubsidized employment. Genesee/Shiawassee County Workforce Development Board, ETA, and Youth Councils will work together along with our public school career preparation systems to assist the youth in their academic curriculum, which will be based on the needs of employers in the labor market. Both adult and peer tutoring will be provided. Study skill training classes will also be available, providing instruction leading to a high school diploma and/or GED, through local school districts alternative programs. Dropout prevention programs will be offered.
- Paid and unpaid work experiences;

The Genesee/Shiawassee County Workforce Development Board will provide incentives to businesses by offering paid and unpaid work experience, which may include paid and unpaid work internships, job shadowing, occupational skills training or on-the-job training. Employers will receive information on Work Opportunity Tax Credits, Youth Registered Apprenticeship Tax Credits, and Empowerment Zone Tax Credits. Youth will be encouraged to participate in occupational skill training through enrollment in WIA Title I youth activities.

- Occupational skill training:
The Genesee/Shiawassee County Workforce Development Board will distribute to each youth, opportunities for occupational skill training. We believe that if we provide the highest standards to our youth for occupational skill training then our partnerships between employers, education and other industries will produce high skill, high wage, and high demand career opportunities.
- Leadership development opportunities:
The Genesee/Shiawassee County Workforce Development Board believes that leadership development promotes the acquisition of positive social behaviors, decision-making and community service opportunities. Community mentors, the community at large, and parents will be asked to participate in screening and exchanging resources. Retirees will also be mobilized to share their knowledge and experiences.
- Supportive services:
The Genesee/Shiawassee County Workforce Development Board will provide supportive services to youth so they will be able to participate in program activities. Supportive services may include, but are not limited to housing costs, assistance with childcare and dependent care costs, and assistance with transportation costs.
- Adult mentoring for a duration of at least 12 months that may occur both during and after program participation:
The Genesee/Shiawassee County Workforce Development Board believes that an adult mentoring program has provided youth with an exploration of adult roles, rights, and responsibilities, enhanced development of a sense of personal identity and personal values, enhanced development of sense of personal autonomy and control, enhanced development of coping, decision-making, and stress-management skills, enhanced development of a sense of accountability in relation to the larger society, practical experiences in application of values and beliefs in meaningful ways, and increased capacity to establish meaningful relationships with peers and adult.
- Follow-up services.
The Genesee/Shiawassee County Workforce Development Board will provide long-term follow-up on youth who are enrolled or who have exited the programs.
- Comprehensive guidance and counseling:
The Genesee/Shiawassee County Workforce Development Board will provide counseling and referrals for alcohol and drug abuse, domestic violence\pregnancy prevention, health

education, and any other issues that may hinder our youth from successfully transiting into employment and/or post secondary education or training.

II. Review, Comment, and Publication Documentation

Beginning September 1, 2011 through September 30, 2011 the Workforce Investment Act (WIA) Comprehensive Five-Year Local Plans for Adults, Dislocated Workers and Youth will be available for public comment. The plan will be posted to our website at www.careeralliance.org. Comments may be directed to admin@careeralliance.org. MWA's are required to publish plans in accordance with Section 118(c) of the Act. Members of the local board and members of the public including representatives of business and labor organizations are encouraged to review the plan and submit comments. Copies of the complete plans are available for review at the Administrative offices of CAI:

711 N. Saginaw St., Suite 300
Flint, MI 48503

1975 W. Main St., 2nd Floor
Owosso, MI 48867

Any comments that express disagreement with the plan will be forwarded to MDELEG along with the plan. In addition, the MWA will maintain documentation on file for monitoring by the DELEG. The complete plan and comments on the plan will be maintained at the Administrative Office of MWA, in the Workforce Training Department.

In accordance with the Americans with Disabilities Act (ADA), availability of the final Local Five-Year Plan for Adult/dislocated workers must include reference to accommodations or special requests of the plan in alternate formats, such as large print, audiotape, etc. In addition, public meetings concerning the plan must comply with physical access requirements of the ADA.

Section III. American Recovery and Reinvestment Act

- **Recovery Act Youth funds will be used to significantly increase the number of participants served, at a number and a rate that at a minimum considers the ARRA Youth funding as a percentage of the total Youth funding, including the operation of an expanded summer youth employment experience during Summer 2009**

Michigan's economy must transform to meet changing global demands. The Recovery Act provides assistance in response to the unprecedented challenges of the current economy. The Recovery Act affords funding intended to preserve and create jobs, promote economic recovery, and assist those most impacted by the current economy through the utilizing of our state's workforce development system. Enabling workers to retool their skills and re-establish themselves in viable career paths, benefits workers, employers, and ultimately the state's overall economic climate.

With the additional funding provided in the Recovery Act, the workforce development system will play a vital role in our economic recovery efforts. Funding provided in the Recovery Act is

designed to supplement existing WIA activities in order to substantially increase the number of customers served and the number of those customers who receive training. The Recovery Act funds will be used concurrently with existing Program Year WIA funds and will not replace funding currently dedicated to workforce development or be used to replace services that are otherwise available. The Recovery Act funding allocated will only be used for authorized WIA activities.

- **The Summer Youth Program of 2009 will operate (A description of the recruitment methods; the estimated amount and the percent of total Recovery Act Youth funding allocated to the Summer Program; the expected number of participants, in-school and out of school; youth activities, i.e., the 10 WIA Youth elements in the WIA, Section 129[c][2] and any priority assigned to the elements; MWA staff responsibilities; coordination with post-secondary training institutions, particularly community colleges; the number, location, and supervision of work sites; procurement of service providers and any expected waivers to the procurement process; and the transition to the Recovery Act Youth and Adult component, if applicable, beyond September 30, 2009)**

This MWA has used a variety of recruitment methods to outreach to area youths and employers. These methods included: press releases to local papers, radio stations, and television stations; guest appearances on TV and radio stations; flyers to local churches, nonprofits, alternative education institutions, commissioners and city councilmen; newspaper ads and webpage announcements. Additional outreach was made to the Veteran Employment Services office and to local colleges to recruit veterans and older youth.

The Recovery Act Youth Funds will be used to significantly increase the number of youth served in Genesee and Shiawassee counties. It is expected that over 900 additional youth will be served in the summer of 2009 between the months of May and September. This is over a 90% increase in youth to be served by the WIA Year Round funding. Career Alliance, has allocated 100% of its Youth funding to the Summer Youth Program of 2009. It is estimated that 40% of the participants served will be in-school and 60% will be out-of-school. 100% of the ARRA youth will be provided with the work readiness portion of the skills attainment rate.

The MWA is responsible for the overall oversight and monitoring of the Recovery Act funds. Monitoring will be performed to determine that expenditures have been made against the appropriate cost categories and within cost limitations. In addition, monitoring will determine compliance with programmatic, accountability and transparency provisions of the Recovery Act, TEGL 14-08 change 1 and provisions of WIA.

In an effort to coordinate with local community colleges, this MWA has among its service providers for ARRA Youth, Adult and Dislocated Workers funding - Mott Community College, Baker College of Flint and Baker College of Owosso. A complete list of ARRA Summer Youth Service Providers can be found on our website at www.careeralliance.org. Over 175 worksites have been identified throughout Genesee and Shiawassee counties to provide work experience. Supervision of youth will be provided by the worksite, with a maximum ratio of six (6) participants to one (1) supervisor.

This MWA released a Request for Proposals (RFP) for its Recovery Act Summer Youth funds. Funding was awarded to 11 providers throughout Genesee and Shiawassee counties. The RFP was designed to spend 100% of the funding between May and September of 2009. With 100% of the Youth funding allocated, this MWA does not anticipate transitioning the youth program beyond September 30, 2009.

- **Recovery Act Adult and Dislocated Worker (DW) funds will be used to significantly increase the number of participants served and entered into training, at a figure and a rate that at a minimum includes the percent of ARRA funding of the total Adult and DW funding**

The Recovery Act Adult and Dislocated Worker Funds will be used to significantly increase the number of participants served in Genesee and Shiawassee counties. Career Alliance has awarded funding to serve approximately 600 additional adults and over 1,000 additional dislocated workers. This will be a significant increase in the number of participants served in PY 2009 with regular formula WIA fund. Those numbers are estimated to be 1,124 adults and 1,310 dislocated workers. The additional Recovery funds will increase the participants served by over 65%.

- **MWAs will identify high demand/green industries in the current economy**

This MWA has identified the following sectors for high demand/green industries in the current economy. Workers will be retrained with the skills they need for the 21st century competitiveness in the areas of Film Industry; Healthcare Career Professionals; Advanced Manufacturing; Transportation, Distribution & Logistics and Green Sector employment.

- **MWAs will incorporate priority of services for veterans and eligible spouses sufficient to meet the requirements of 20 CFR part 1010, published in the Federal Register 78132 on December 19, 2008**

This MWA issued an update of our existing policy 10-07 incorporating priority of services for veterans and eligible spouses.

- **Identification of the Chief Elected Official designated as the Grant Recipient for the Workforce Development Board (WDB) Area and the Fiscal Agent, if different from the Grant Recipient**

The Grant Recipient and Fiscal Agent for all funding is:

Jamie Curtis, Chairman of the Genesee County Board of Commissioners
1101 Beach Street, Room 312
Flint, Michigan 48502

Section IV. High Demand/Growth/Green Industries Projects

Painters Project

The MCC/IUAPT partnership seeks to create a painting and coating trades training program available to unemployed and underemployed individuals statewide through the District 26

Apprenticeship Training Center. Strong Collaboration between Michigan Works! Career Alliance and MCC helps to ensure success with this program.

Michigan Energy Corps. Project (MEC)

The Genesee/Shiawassee Workforce Development Board has established the MEC as a pilot initiative for Genesee County residents. The local initiative which will operate for 52 weeks, will include the State's training areas of energy efficiency and weatherization, and will also encompass classroom and work experience in deconstruction, urban greening, code enforcement/blight elimination, and inspections. Career Alliance is partnering with the Mott Community College to deliver the classroom component and the Genesee County Land Bank for the work experience component.

MEMSA

Career Alliance, Inc. has met for nearly a year with DELEG, local employers and educational institutions to form a skills alliance centered on the Tool and Die manufacturing industry. The group is composed of nearly 20 regional employers (tool and die, jig and fixture, plastics, etc.) Mott Community College, Baker College of Flint, DELEG staff and CAI staff. The intent of the Skills Alliance is to align local training efforts with the precise needs/skill sets of local and regional employers. CAI solicited oversight coordination services and a bid was received from the Jackson Area Manufacturing Association (JAMA). JAMA has successfully coordinated a similar project in the Jackson area for the South Central Michigan Works!.

RCAR/ECAR

ECAR is a 270 hour program designed to prepare participants as competitive applicants for skilled trades apprenticeships. Participants will attend the program for 7 hours per day, (five days per week for 9 weeks. The ECAR Program will require participant's to adhere to a strict CODE of CONDUCT during classroom training.

The RCAR program was developed through a partnership with the Michigan Department of Transportation and the Michigan Department of Labor and Economic Growth. This program is an 8 week training curriculum and focuses on:

- Job Readiness
- Workplace Safety
- Applied Math
- KeyTrain, WorkKeys
- Overview of Construction Trades
- Computers and Construction Trades
- Blueprint Reading
- Location Information.

Infrastructure

Michigan Works! Career Alliance, Inc. is working to develop infrastructure training. Specifically, programs that provide training in any of the four core infrastructure training areas:

1. Energy Efficiency/Weatherization
2. Alternative Energy
3. Road Construction
4. Building Construction/Retro Fitting

Training programs must have an infrastructure focus and provide direct benefits to the local economies of Genesee/Shiawassee Counties