

Task Force

_____ Hotel, Lansing, MI

Meeting Minutes

Date: October 1, 2010

Present: Megan Byard, Gregg Dionne, Rich Klemm, Michelle Irwin, Gloria Henry, Mary Murphy, Jeff McNeal, Kandekye Kagyenzi “K”, Julie DeRose, Cliff Akujobi

1. Welcome/Call to order - @ 9:25 am

- Housekeeping – Sign in sheets, Memo and reserving for next meeting on 11/19/10, Travel and reimbursement sheets, Task Force demographic member list review etc.
- Introductions of members present. Ice breaker activity to include what we did over the summer months. Members also gave a brief overview of their programming in which they belong to.

2. Review of Agenda –

- No discussions, approved.

3. Approval of Minutes -

- Members reviewed past minutes and deliverables from April 2010. Comments from DELEG have not been qualified to date. 2009/10 topics will be bridged into the 2010/11 year affecting some our new work. Gregg and Megan will follow up with DELEG on last years deliverables.

4. Initiatives and Open Issues - (includes sub-group assignments).

- Program Improvement Model –
 1. Program Self Assessment tool – Review and tweak
 2. Adult Education Program Standards and Benchmarks – Use as a reference only. PPI Task Force is not charged with tweaking this document.
 3. Develop “Demonstration Grants” to implement a systemic process of program improvement (4 step process sprinkled in August)
 4. Collaborate with Data Task Force to ensure current 90/10 Performance reporting is included.
- Partnership Assessment –
 1. Program Self Assessment tool – use as a guide to develop the partnership assessment.
 2. 2009/10 Duplication of Services grid – use as a guide to develop the partnership assessment.
- State Plan Funding Formula (Federal Awards) – DELEG’s State Plan is due in December of 2010. If we are going to form regions for federal grants, what would be the best funding formula recommended. This language needs to be included in the State plan submitted by Cliff at DELEG. Cliff would like the PPI Task Force to help identify this

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recommendation that he can use. PRIORITY... Is the state to propose competitive grant cycles and to what funding capacity? The Transformation Task Force will also be working on a similar agenda item. The next TTF meeting is being held on October 6, 2010. Cliff has requested information be emailed to him as recommendations come forth. Notes gathered from both the PPI Task Force and the TTF will be shared with Cliff as recommendations.

Discussion as a large group was had a great length. Ideas were recorded on flip chart paper and included:

1. comparisons to other existing funding formulas such as state Title I, section 107 Transformation recommendations, 90/10 performance,
2. implementing a grant cycle that is more than just one year
3. consistent and sustainable funding for effective program planning
4. performance funds based on growth model
5. # of regions divided by % of state total funding amount = base funding
6. Reward with additional funds for growth and student completions?? This legislatively may be similar to performance based reimbursements like MichWorks past practices. This practice is no longer allowed.
7. other factors of formula may include: This was not unanimous by the PPI. This is only a suggestion.
 - 8 % population
 - 2 % density
 - 10 % student performance (3 year average) may come from WIA and Section 107.
 - 5 % enrollment (3 year average)
 - 15 % Poverty
 - 20 % non grads
 - 10 % unemployment
 - 5 % ESL
 - 15 % Literacy rate (recommended to not use Census as it may be skewed. Use MAERS enrollment records perhaps)
 - 10 % BASE FUNDING

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Next Steps/ Next Meeting Agenda

11/19/10

8:30am – 3:30pm

Lexington Lansing Hotel

925 South Creyts Rd

Lansing 48917

Work to do and Agenda items:

- Members to review the handouts and use word review and comments. Jeff McNeal to start and then send to those present.
- November meeting will focus on reviewing the “word review” work and begin Program Improvement Model planning.

Respectfully submitted by Megan Byard, Co-Facilitator PPI Task Force