



**WORKFORCE DEVELOPMENT BOARD  
MINUTES  
June 9, 2023  
9:30 A.M.**

I. Call to Order

The meeting was called to order at 9:30 am by Chair Leanne Panduren.

Avendt, Scott	X	Jacobs, Megan	X
Baird, Rick	X	Kunisch, Chuck	
Batistoni, Peter	X	Lewis-Jennings, Tracie/Steve Peterson	X
Brinkman, Mary	X	Mose, Sandi/Jeff Cook	X
Collison, Dennis	X	Nas, Paula	X
Ernst, Matt/Jannie Kilpatrick	X	Panduren, Leanne	X
Esselink, Robert	X	Rogers, Lisa	
Finkbeiner, Ann/Diane Ricevuto		Schlaud, Annette/ Mary Shelton	X
Fountain, Samantha		Sheppard, Daniel/ Verona Terry	X
Gaudet, Dan		Turner, Rafael	
Hipes, Howard/Scott McDonald			

14 members were present. An X indicates present members.

Staff present were Jody Kerbyson, Sharon Bowen, Kelly Cook, Jessica Billiau, JulAnn Kuenzli, Wendy Paxton and Stephanie Polmanteer. Other attendees present included – Jeffery Welch, Amy Lamiman and Sam Moore.

II. Approval of Agenda

Chair Panduren called for approval of the agenda. Member Megan Jacobs moved to approve the agenda. Member Matt Ernst supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

III. Introductions

Members and staff introduced themselves.

IV. Public Comments

There were no public comments.

V. Action Items

a. **Approval of Minutes from Previous Meeting on March 10, 2023**

Member Pete Batistoni moved to approve the March 10, 2023 minutes. Member Dennis Collison supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

b. **Approval of GSTMW Plans**

Member Dennis Collison moved to approve the GSTMW plans for: Wagner Peyser, Workforce Innovation and Opportunity Act (WIOA), Michigan Works System Plan, Customer Relationship Management (CRM), Capacity Building and Professional Development (CBPD), Sector Strategies – Employer Lead Collaborative Grant, Career Event Funding, PATH Transitional Funding, Electric Vehicles (EV) Jobs Academy. Member Scott Avendt supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

c. **Approval of Local Policy**

Member Matt Ernst moved to approve GSTMW's Nepotism/Conflict of Interest and Disclosure Policy PI 15-02 Change 3. Member Tracie Lewis-Jennings supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

d. **Approval to Continue Funding Sub-Contractors and Vendors**

Member Scott Avendt moved to approve the continued funding to sub-contractors and vendors as presented. Member Dennis Collison supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

e. **Approval of 3Sixty Interactive Renewal of Digital Marketing Contract**

Member Tracie Lewis-Jennings moved to approve the renewal of the digital marketing contract with 3Sixty as presented. Member Pete Batistoni supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

f. **Approval of Appointment to CEAC**

Member Mary Brinkman moved to approve the appointment of Lee Pavlichek to the CEAC to represent Tuscola ISD. Lee will replace Todd Laventure who is retiring from the Tuscola ISD. Member Megan Jacobs supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

VI. Finance

- a. Kelly Cook reviewed the Budget and Expenditure Report in the packet for 7/1/2022 – 4/30/2023 with the members. Member Scott Avendt moved to approve expenditure reports. Member Dennis Collison supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

- b. Kelly Cook presented the Fiscal Year Budget for 2023-2024. Member Tracie Lewis-Jennings moved to approve the 2023-2024 Fiscal Year Budget. Member Pete Batistoni supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.  
All members present voted AYE.  
MOTION PASSED

VII. Agency Updates

Jody Kerbyson shared that Governing Board Chair, Tom Young and Tuscola County Commissioner Bill Lutz attended the 2023 Impact Awards on May 10<sup>th</sup> to help celebrate DYNA Sales and Service, the recipient of this year's award. Dyna Sales and Service has worked with many of GSTMW's programs in receiving GPTF grants, incumbent worker training and recently hired a youth through their Young Professionals program. The celebration highlighted DYNA's core values and how they hope to continue to make a positive impact in the Millington community and beyond. Jody, Sharon, Jessie and Leanne Panduren attended Legislative Day on March 15<sup>th</sup> and were able to make connections with new legislators. This event allowed the GST team to introduce and explain what GST Michigan Works does and how they are such a vital service to each of the communities. Jody reported that GSTMW recently received additional funding with MiREACH. This funding will be directed to assisting rural healthcare employers and job seekers in Huron, Lapeer, Sanilac, Shiawassee and Tuscola counties. She also announced that former Senator Jim Ananich is now the President and CEO of the Greater Flint Health Coalition and is interested in working closer with GSTMW and partnering more in the future. Lastly, she shared an update on WIN, the partnership between the Michigan Works! Agencies and Community Colleges in Southeast Michigan. Jody shared that grants have been received that will provide training funding to employers and job seekers in the mobility and transportation, cybersecurity, EV and semiconductor industries. Jody reported that the strategic plan from the one-stop operator needs an update. Janie McNabb will meet with staff in June and July and will seek board input in August. She will present the updated plan in September.

VIII. Informational Items

- a. Going PRO Talent Fund Cycle 2 Applications – Jessie Billiau  
Jessie reported that the Cycle 2 application deadline for the Going PRO Talent Fund ended on 6/9/23 with 40 applicants totaling 2.6 million from across the region. A points system will be used to determine eligibility. Several are showing high scores and the outlook seems good for helping several applicants.
- b. Employer Showcase – Maximizing Engagement – Jessie Billiau  
GSTMW is utilizing its contract with 3Sixty to make the website as user-friendly as possible. The collaboration with 3Sixty is allowing GSTMW to reach job seekers and employers more effectively through multiple channels.
- c. Communications Strategy Update – Jessie Billiau  
Data shows the GSTMW website has had an increase in use and overall efficiency. Also, quarterly Talent Talk publications are circulating around the region that showcase GSTMW's success stories, making job seekers feel more confident about following a dream of higher education and training, and giving employers examples of how they can become engaged in GST programming.
- d. Registered Apprenticeship Program Update – Wanda Bigelow  
Wanda reported there has been an increase in regional employers interested in apprenticeship programs. Thirteen new programs have been added in Education, Transportation, Health, Advanced Manufacturing and Construction, assisting 98 apprentices.
- e. Talent Talk – Jody  
Jody highlighted success stories in the publication.
- f. Board Acronyms – were attached to the agenda.

g. Meeting Dates – were attached to the agenda.

h. MiCareer Quest – Jessie Billiau

Jessie reported that 1,000 students, teachers and volunteers attended this year's MiCareer Quest event from 33 schools. The event included a job fair with 171 attendees. She shared that they will be considering a different approach for future events due to bussing issues and schools not sending the total number of students that had been registered.

IX. Partner Updates

Tracie Lewis-Jennings, MRS: Tracie shared that new staff has joined Tuscola County MRS. They recently hired a Rehabilitation Assistant and an additional Counselor. They've also brought on a new Rehabilitation Service Coordinator who will be working with rural underserved communities. Tracie reported that a recent STEM grant has allowed several youth in 9<sup>th</sup> -12<sup>th</sup> grade to be involved in career exploration and even went on to get internships with some employers. MRS has worked with GST's Business Services team on hiring events and were able to get 17 people employed.

Mary Shelton, Adult Ed: Announced that the Family Literacy Center is working with five of GSTMW locations as a way to further their reach into the community. All of their adult ed programs are running and they helped 28 students obtain their GED.

X. Board Member Comments/Other Business

Verona Terry, Job Corps: Announced they will be holding their Community Relations Council Meeting on June 22<sup>nd</sup>, 2023.

XI. Adjournment

Seeing there was no other business, Chair Panduren called the meeting adjourned at 11:09 a.m.

Respectfully submitted,  
Sandi Mose, Secretary  
Stephanie Polmanteer, Administrative Specialist



Sandi Mose, Secretary



Date