



**WORKFORCE DEVELOPMENT BOARD**  
**MINUTES**  
**September 8, 2023**  
**9:30 A.M.**

I. Call to Order

The meeting was called to order at 9:35 am by Chair Leanne Panduren.

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

15 members were present. An X indicates present members.

Staff present were Jody Kerbyson, Sharon Bowen, Kelly Cook, Jessica Billiau, JulAnn Kuenzli, Wanda Bigelow, Cindy Thornthwaite, Sheila Rock, Wendy Paxton and Stephanie Polmanteer. Other attendees present included: Janie McNabb, Jason Wilson, Carrie Powell Stockley and Sam Moore.

II. Approval of Agenda

Chair Panduren called for approval of the agenda. Member Howard Hipes moved to approve the agenda. Member Tracie Lewis-Jennings 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 June 9, 2023**

Member Howard Hipes moved to approve the June 9, 2023 minutes. Member Matt Ernst 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 Howard Hipes moved to approve the GSTMW plans as presented for: Michigan Statewide Targeted Apprenticeship Inclusion and Readiness System (MiSTAIRS); Apprenticeship Success Coordinators (ASC's) and MWA Registered Apprenticeship (RAP) Intermediary Functions; Jobs for Michigan Graduates; Early Care and Education Registered Apprenticeship Scale Up Grant; United Way Support Grant, Food Assistance Employment and Training (FAE&T); Partnership, Accountability, Training and Hope (PATH); Trade Adjustment Assistance (TAA); Infrastructure Funding Agreement (IFA); and Going PRO Cycle 2. Member Scott Awendt 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 Scott Awendt moved to approve GSTMW's Nondiscrimination and Equal Opportunity Requirements Policy PI 18-07 Change 1 as presented. 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 of Revised GSTMW Strategic Plan**

Janie McNabb presented proposed changes to the Strategic Plan to incorporate input from staff input sessions and board member surveys. Member Howard Hipes moved to approve the revised GSTMW Strategic Plan as presented. Member Scott Awendt supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

**e. Approval of Funding for Service Providers**

Member Peter Batistoni moved to approve the funding with service providers as presented. Member Samantha Fountain 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 Howard Hipes moved to approve the appointment of Ray Barry, Youth Services Leader with GSTMW, to the CEAC as a parent representative. Member Tracie Lewis-Jennings 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 – 6/30/2023 with the members. Member Scott Awendt moved to approve expenditure reports. Member Chuck Kunisch supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

- b. Kelly Cook reviewed the budget and expenditure report in the packet for 7/1/2023 – 7/31/2023 with the members. Member Matt Ernst moved to approve expenditure reports. Member Lisa Rogers supported the motion. Chair Panduren called for discussion. Chair Panduren called for vote.

All members present voted AYE.

MOTION PASSED

## VII. Updates

Jody Kerbyson shared that Representative Jasper Martus, who serves the Flushing and Swartz Creek communities in the Michigan House of Representatives, visited GSTMW to take a tour and hear how the funding received by GSTMW is put to use locally. A few focus points included the Business Resource Network, funding for short-term training programs and the Going PRO Talent Fund. Jody shared that over the summer, she visited multiple GSTMW service centers to review and listen to ways to update the strategic plan. Many ideas were shared during the meetings. Jody provided updates on the Thumb Region Health & Human Services Employer Lead Collaborative and the work being done to attract people to the healthcare industry, including keeping Thumb residents local for their training and clinical rotations. Jody mentioned the looming UAW strike and ways in which GSTMW plans to help both businesses and individuals affected by the strike.

## VIII. Informational Items

- a. GSTMW WDB Certification Letter *(was attached to agenda packet)*
- b. Affirmative Action – Jody Kerbyson / Wendy Paxton
- c. Job Corp CRC Meeting Invitation – Verona Terry
- d. Talent Talk- Jessie Billiau *(handouts at meeting)*
- e. Board Acronyms- *(were attached to agenda packet)*
- f. Meeting Dates- *(were attached to agenda packet)*

## IX. Partner Updates

- a. Tracie Lewis-Jennings, MRS:

Tracie introduced Jason Williams, Rehab Services Coordinator for the Thumb and Genesee County areas. Jason explained how MRS works with individuals who have not just physical disabilities, but mental and cognitive disabilities as well. He has been working with GSTMW as a resource to help reach individuals in need. Jason shared that he is trying to find ways to reach the Hispanic populations and the farming community. MRS has been able to help 2,500 customers this year and hopes to connect with more.

b. Sandi Mose, DHHS:

Sandi shared that the Public Health Emergency has ended and open cases with MDHHS are currently being reviewed for continued eligibility. Michigan.gov/changes will show the current progress for cases that have been reviewed by county.

c. Annette Schlaud, Adult Education:

No update at this time.

X. Board Member Comments/Other Business

Chuck Kunich mentioned that the farming and agricultural communities have struggled with physical and mental strains. He noted an interest in providing safety training for those in need. Discussion followed.

XI. Adjournment

Seeing there was no other business, Chair Panduren called the meeting adjourned at 11:16 am.

Respectfully submitted,

Sandi Mose, Secretary

Stephanie Polmanteer, Administrative Specialist

 12/8/23  
Sandi Mose, Secretary Date