



**GOVERNING AGENCY BOARD
MINUTES
March 14th, 2025**

I. Call to Order

The meeting was called to order at 10:48 a.m. by Vice Chair Commissioner Roger Ballard.

Avery, James – Genesee Commissioner	X	Loyd, Delrico – Genesee Commissioner	
Babcock, Mary – Huron Commissioner	X	Lutz, Bill – Tuscola Commissioner	X
Ballard, Roger – Sanilac Commissioner	X	Moody, John – Sanilac Commissioner	X
Brodeur, Greg– Shiawassee Commissioner		Murphy, Joe – Huron County Alternate	
Haggadone, Brad – Lapeer Commissioner	X	Wise, Greg– Lapeer County Alternate	
Howell, Gary – Lapeer Commissioner	X	Genesee County Alternate	
Khoury, Sami – Huron Commissioner		Shiawassee County Alternate	
Koch, Matthew – Tuscola Commissioner		Tuscola County Alternate	

Seven members were present. An X indicates present members.

Staff present were Jody Kerbyson, Sharon Bowen, Kelly Cook, Wendy Paxton, and Stephanie Polmanteer.

II. Approval of Agenda

Vice Chair Commissioner Ballard called for approval of the agenda. Commissioner Haggadone moved to approve the agenda. Commissioner Moody supported. Vice Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.

MOTION PASSED

III. Introductions

Board members and staff introduced themselves during the preceding Workforce Development Board meeting.

IV. Public Comments

There were no public comments.

V. Action Items

a. Election of Officers:

- Chair – Roger Ballard
- Vice Chair – Bill Lutz
- Secretary – Gary Howell

Commissioner Moody moved to elect the officers as slated. Commissioner Avery supported. Vice Chair Commissioner Ballard called for a discussion and a vote. All members present voted AYE.

MOTION PASSED

b. Approval of the December 13th, 2024 Meeting Minutes

Commissioner Howell moved to approve the minutes of the previous meeting. Commissioner Haggadone supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.

MOTION PASSED

c. Approval of today's Workforce Development Board Action Items

Commissioner Haggadone moved to approve the action items. Vice Chair Commissioner Lutz supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

d. Approval of the Agency Audit

Commissioner Moody moved to approve the agency audit. Vice Chair Commissioner Lutz supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

e. Approval to reappoint Chuck Kunisch to the Workforce Development Board to represent the Business Sector with term ending December 31st, 2027

Vice Chair Commissioner Lutz moved to reappoint Chuck Kunisch. Commissioner Moody supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

f. Approval to appoint Kimberly Byers, Director of STEMCO's Millington site and Canadian Operations, to the Workforce Development Board to represent the Business Sector with term ending December 31st, 2027

Commissioner Haggadone moved to appoint Kimberly Byers. Vice Chair Commissioner Lutz supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

g. Approval to appoint Correen Zahn, Director of Human Resources at Covenant Eyes, to the Workforce Development Board to represent the Business Sector with Carol Brzozowski and Renee Novak Human Resources representatives, to serve as her alternate(s). Ms. Zahn's term will run through December 31st, 2027

Commissioner Haggadone moved to appoint Correen Zahn. Commissioner Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

h. Approval to appoint John Hartwell, Career & Outreach Representative with Operating Engineers Local 324 to serve as an alternate for Howard Hipes on the Workforce Development Board

Vice Chair Commissioner Lutz moved to appoint John Hartwell. Commissioner Avery supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

VI. Financial Report

Kelly Cook reviewed the Agency Budget and Expenditure Reports for July 1st, 2024 – January 31st, 2025 with the members. Chair Commissioner Ballard called for a motion to approve the reports as presented. Commissioner Avery moved to approve the reports. Vice Chair Commissioner Lutz supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

VII. Finance Committee Report

Chair Commissioner Ballard reported that the check run report for December 1st, 2024 – February 28th, 2025 had been reviewed during the Finance Committee meeting and everything appeared to be in order. Chair Commissioner Ballard called for a motion to approve the report. Commissioner Haggadone moved to approve the report. Vice Chair Commissioner Lutz supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.
MOTION PASSED

VIII. Agency Updates

Jody Kerbyson stated that all updates were provided during the preceding Workforce Development Board meeting.

IX. Informational Items

Board Expense Voucher

X. Comments/Other Business

No other comments or business was discussed.

XI. Adjournment

Seeing there was no other business, Chair Commissioner Ballard motioned to adjourn the meeting at 10:52 a.m. Vice Chair Commissioner Lutz supported the motion. Chair Commissioner Ballard called for a vote. All members present voted AYE.

MOTION PASSED

Next meeting will be held June 13th, 2025.

Respectfully submitted,
Gary Howell, Secretary
Stephanie Polmanteer, Administrative Specialist



Gary Howell, Secretary

6-13-25
Date

