



**GOVERNING BOARD  
MINUTES  
September 12<sup>th</sup>, 2025**

**I. Call to Order**

The meeting was called to order at 10:47 a.m. by Chair Commissioner Ballard.

Avery, James – Genesee Commissioner	X	Loyd, Delrico – Genesee Commissioner	
Babcock, Mary – Huron Commissioner		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	X	Shiawassee County Alternate	
Koch, Matthew – Tuscola Commissioner	X	Tuscola County Alternate	

Eight members were present. An X indicates present members.  
Staff present were Jody Kerbyson, Sharon Bowen, Kelly Cook, and Stephanie Polmanteer.

**II. Approval of Agenda**

Chair Commissioner Ballard called for approval of the agenda. Commissioner Haggadone moved to approve the agenda. Vice Chair Commissioner Lutz supported the motion. 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) Approval of the minutes of the previous meeting on June 13<sup>th</sup>, 2025**  
Commissioner Haggadone moved to approve the meeting minutes. Vice Chair Commissioner Lutz supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
**MOTION PASSED**
- b) Approval of action items from today’s Workforce Development Board meeting**  
Commissioner Haggadone moved to approve the items from today’s Workforce Development Board meeting. Commissioner Koch supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
**MOTION PASSED**

- c) **Approval of the Resolution to sell Principal Shares**  
Commissioner Haggadone moved to approve the Resolution. Commissioner Koch supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
MOTION PASSED
- d) **Approval to appoint Linda Watson, MRS, to serve as an alternate for Tracy Lewis-Jennings on the Workforce Development Board**  
Commissioner Haggadone moved to appoint Linda Watson. Commissioner Koch supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
MOTION PASSED
- e) **Approval to appoint Madison Jarmon, Consumers Energy, as an alternate for Rafael Turner on the Workforce Development Board**  
Commissioner Haggadone moved to appoint Madison Jarmon. Commissioner Koch supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
MOTION PASSED

VI. Financial Report

- a) **Approval of the Final Agency Budget & Expenditure Report for July 1<sup>st</sup>, 2024 – June 30<sup>th</sup>, 2025**  
Kelly Cook reviewed the report with the members. Vice Chair Commissioner Lutz moved to approve the reports as presented. Commissioner Moody supported the motion. Chair Commissioner Ballard called for discussion and a vote.  
All members present voted AYE.  
MOTION PASSED
- b) **Approval of the Agency Budget & Expenditure Report for July 1<sup>st</sup>, 2025 – July 31<sup>st</sup>, 2025**  
Kelly Cook reviewed the budget with the members. Vice Chair Commissioner Lutz moved to approve the report as presented. Commissioner Moody supported the motion. 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 June 1<sup>st</sup>, 2025 – August 31<sup>st</sup>, 2025 had been reviewed during the preceding Finance Committee meeting and everything appeared to be in order. Chair Commissioner Ballard called for a motion to approve the payment of invoices in the check register payment history for the Board. Commissioner Haggadone moved to approve the Finance Committee report. Commissioner Koch supported the motion. Chair Commissioner Ballard called for discussion and a vote.

All members present voted AYE.  
MOTION PASSED

VIII. Agency Updates

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

IX. Informational Items

Board members were reminded of the attached board expense voucher.

X. Comments/Other Business

There were no other comments or business discussed.

XI. Adjournment

Seeing there was no other business, Chair Commissioner Ballard motioned to adjourn the meeting at 10:49 a.m. Secretary Commissioner Howell supported the motion.

All members present voted AYE.

MOTION PASSED

Next Meeting will be held December 12<sup>th</sup>, 2025.

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



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Roger Ballard, Chair

Date

