



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

**I. Call to Order**

The meeting was called to order at 10:36 a.m. by 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		Wise, Greg– Lapeer County Alternate	X
Howell, Gary – Lapeer Commissioner		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, Kelly Cook, Wendy Paxton, and Stephanie Polmanteer.

**II. Approval of Agenda**

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

MOTION PASSED

**III. Public Comments**

There were no public comments.

**IV. Action Items**

**a. Approval of the September 12<sup>th</sup>, 2025 Meeting Minutes**

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

MOTION PASSED

**b. Approval of today’s Workforce Development Board Action Items**

Commissioner John Moody moved to approve the action items. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.

MOTION PASSED

**c. Approval to appoint Madison Gutierrez, Human Resources Manager with Interposer Induction to the Workforce Development Board to represent the Business Sector.**

Commissioner James Avery moved to appoint Madison Gutierrez. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.

MOTION PASSED

- d. **Approval to appoint John Hartwell, Career and Outreach Coordinator with Operating Engineers 324, to the Workforce Development Board to represent the Business Sector.**  
Commissioner James Avery moved to appoint John Hartwell. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED
- e. **Approval to appoint Chris Fillmore, Business Representative with MI Bricklayers & Allied Craftworkers Union, to serve as the alternate for John Hartwell on the Workforce Development Board representing the Business Sector.**  
Commissioner James Avery moved to appoint Chris Fillmore. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED
- f. **Approval to reappoint Dan Gaudet, Business Manager for the United Association of Plumbers and Pipefitters, Local 370, with alternate Zach Desrochers to the Workforce Development Board, serving the Labor sector, with term ending December 31<sup>st</sup>, 2028**  
Commissioner James Avery moved to reappoint Dan Gaudet with alternate Zach Desrochers serving as his alternate. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED
- g. **Approval of reappointment of Paula Nas, Director of the Office of Research and Economic Development to the WDB serving the Literacy, Adult Education, and Higher Education sector, with term ending December 31<sup>st</sup>, 2028**  
Commissioner James Avery moved to reappoint Paula Nas. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED
- h. **Approval of reappointment of Tracie Lewis-Jennings, Eastern District Manager of Michigan Rehabilitation Services, with alternates Steve Peterson and Linda Watson to the WDB serving the vocational rehabilitation sector, with term ending December 31<sup>st</sup>, 2028**  
Commissioner James Avery moved to reappoint Tracie Lewis-Jennings with Steve Peterson and Linda Watson serving as her alternates. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED
- i. **Approval of reappointment of Sandi Mose, County Director with the Department of Health & Human Services, with alternate Jeff Cook to the WDB serving in the "Other" sector, with term ending December 31<sup>st</sup>, 2028**  
Commissioner James Avery moved to reappoint Sandi Mose with Jeff Cook serving as her alternate. Commissioner Mary Babcock supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED

V. Financial Report

Kelly Cook reviewed the Agency Budget and Expenditure Reports for July 1<sup>st</sup>, 2025 – October 31<sup>st</sup>, 2025 with the members. Chair Commissioner Ballard called for a motion to approve the reports as presented. Commissioner Matt Koch moved to approve the reports. Commissioner James Avery supported. Chair Commissioner Ballard called for discussion and a vote. All members present voted AYE.  
MOTION PASSED

