



**WORKFORCE DEVELOPMENT BOARD  
MEETING MINUTES  
December 12<sup>th</sup>, 2025; 9:30 A.M.**

**I. Call to Order**

The meeting was called to order at 9:33 a.m. by Chair Leanne Panduren.

Avendt, Scott		Mose, Sandi / Jeff Cook	X
Baird, Rick	X	Mosier, Brianna / Amy Watts	
Batistoni, Pete	X	Nas, Paula	X
Byers, Kimberly	X	Panduren, Leanne	X
Gasso, Rochelle/ Dennis Weinand	X	Prill, Yvonne / Diane Ricevuto	X
Gaudet, Dan / Zach Desrochers	X	Rogers, Lisa	
Gutierrez, Madison	X	Shelton, Mary / Meredith Harris	X
Hartwell, John / Chris Fillmore	X	Sheppard, Daniel / Verona Terry	X
Kappen, Jason / Duston Fenner		Turner, Rafael	
Kunisch, Chuck		Zahn, Correen / Carol Brozowski	X
Lewis-Jennings, Tracie / Steve Peterson -Linda Watson	X		

Fifteen members were present. An X indicates present members.

Staff present were Jody Kerbyson, Kelly Cook, Joleen Chrivia, Wendy Paxton, Jessica Billiau, JulAnn Kuenzli, Cindy Thornthwaite, Sheila Rock, and Stephanie Polmanteer. Other attendees present included Jeff Welch, and commissioners James Avery, Mary Babcock, Roger Ballard, Sami Khoury, Matthew Koch, Bill Lutz, John Moody, and Greg Wise.

**II. Approval of Agenda**

Chair Leanne Panduren called for the approval of the agenda. Member Pete Batistoni moved to approve the agenda. Member Mary Shelton supported the motion. Chair Panduren called for discussion and a vote. All members present voted AYE.

MOTION PASSED

**III. Introductions**

Members, staff, and other attendees introduced themselves.

**IV. Public Comments**

There were no public comments.

**V. Action Items**

**a. Approval of the minutes from the previous meeting on September 12<sup>th</sup>, 2025**

Member Rick Baird moved to approve the meeting minutes. Member Correen Zahn supported the motion. Chair Panduren called for discussion and a vote.

All members present voted AYE.

MOTION PASSED

**b. Approval of the Monitoring RFP**

Kelly Cook presented the Monitoring RFP. Member Yvonne Prill moved to approve the Monitoring RFP recommendation as presented. Member Pete Batistoni supported the motion. Chair Panduren called for discussion and a vote.

All members present voted AYE.

MOTION PASSED

**c. Approval of GSTMW! Policy Issuances**

JulAnn Kuenzli presented the following policy issuances:

- WIOA Support Services Procedures and Policy PI 15-12 Change 8 – Updated October 25<sup>th</sup>, 2025
- Approval Process of Training Provider/Programs to be Eligible on the Michigan Talent Connect (MITC) PI 18-01, Change 2 – Updated November 1<sup>st</sup>, 2025

Member John Hartwell moved to approve the policies as presented. Member Yvonne Prill supported the motion. Chair Panduren called for discussion and a vote.

All members present voted AYE.

MOTION PASSED

**d. Approval of GSTMW! Plans**

Jody Kerbyson presented the following GSTMW! plans:

- Reemployment Services and Eligibility Assessment Programs (RESEA) • Refugee Cash Assistance Program (RCA) • Rural Readiness Grant • Going Pro Employer Application Assistance Funds • Going Pro Employer Led Collaborative (ELC)

Member Mary Shelton moved to approve the plans as presented. Member Yvonne Prill supported the motion. Chair Panduren called for discussion and a vote.

All members present voted AYE.

MOTION PASSED

**VI. Finance**

**Agency Grant Budget and Expenditure Report for July 1<sup>st</sup>, 2025 – October 31<sup>st</sup>, 2025**

Kelly Cook reviewed the Agency Grant Budget and Expenditure Report for July 1<sup>st</sup>, 2025 – October 31<sup>st</sup>, 2025 with the members. Member Pete Batistoni moved to approve the reports as presented. Member Rick Baird supported the motion. Chair Panduren called for discussion and a vote.

All members present voted AYE.

MOTION PASSED

**VII. Agency Updates**

CEO Jody Kerbyson announced that this year, GST Michigan Works! is celebrating its tenth anniversary! Since the last Workforce Development Board meeting, Jody attended a fly-in event with the National Skills Coalition's Business Leaders United in Washington, D.C. The group met with federal legislators' staff members to educate them on the impact of workforce programming across the nation.

Jody shared that in the last quarter, much brainstorming was done to develop plans for navigating the government shutdown with minimal disruption to the agency's services or staffing. She was pleased to announce that the agency took the necessary steps to avoid interruptions and successfully managed through the shutdown. During this time, the agency's Business Services team continued to promote the Going Pro Talent Fund while uncertainty existed as to whether there would be money in the state budget to fund the program. In the end, the state was able to secure reduced one-time funding for the Going PRO Talent Fund in the current budget year.

Unfortunately, some programs offered by the agency did not receive funding through the recent state budget; however, they remain a priority for the Governor. She is hopeful that there will be continued efforts at the state level to secure funding for these programs in the future.

Additionally, in the last quarter, a new department at the state level, the Community and Worker Economic Transition Office (CWETO) was established to address concerns about the economic impact that shifts in technology could have at a local level. Select regions who were deemed most “at-risk” were given the opportunity to apply to be part of a Community Growth Academy cohort. Two GST Michigan Works! service areas— The City of Flint and Huron County—were among those selected to participate.

The agency is now in the recruitment stage for its Apprenticeship Readiness Program. This program typically guides 15 to 20 individuals through the process of learning about and preparing for careers in the skilled trades, significantly advancing their career opportunities. Along the way, they earn several credentials and participate in coursework that will make them a valuable applicant for the trades.

Finally, GST Michigan Works! held its annual All-Staff In-Service Training event on December 5th. The event featured speakers discussing communication, positive messaging, and trust building valuable for relationships with both customers and coworkers. This day also offers the opportunity for staff members to connect beyond their individual office networks.

#### VIII. Informational Items

- a) *Talent Talk* (was available at the meeting)
- b) 107 Funding Statistics and Report (was attached to the agenda)
- c) Board Acronyms (was attached to the agenda)
- d) Board Roster (was attached to the agenda)
- e) 2026 Meeting dates (was attached to the agenda)

#### IX. Partner Updates

##### a) **Michigan Rehabilitation Services (MRS)**

Member Linda Watson provided updates for Michigan Rehabilitation Services (MRS), announcing that they will remain fully funded for the remainder of the current fiscal year. The primary funding allocation will focus on removing barriers for disabled job seekers by providing resources and equipment to help them perform their duties effectively. Additionally, Linda shared that the agency will soon begin incorporating virtual reality (VR) headsets into some of its training programs. This initiative aims to offer job seekers better insights into various career opportunities. They have also launched several other initiatives that Linda was excited to share.

##### b) **Department of Health & Human Services (MDHHS)**

Member Sandi Mose discussed the impact of the One Big Beautiful Bill Act, also known as H.R.1, on food assistance funding in the State of Michigan for fiscal year 2027. She highlighted that while some states are considering cuts to their food assistance programs, Michigan is committed to implementing measures to ensure that there is no disruption or cancellation of these essential programs for residents in need. Additionally, Sandi outlined changes in the policy for Able-Bodied Adults Without Dependents (ABAWD).

##### c) **Adult Education**

Member Mary Shelton distributed data handouts and information included in the agenda packet for board members to review regarding the 2024-2025 program year for adult education in the region. The data revealed that 195 high school diplomas were earned during that program year, along with 117 General Educational Development (GED) certifications. Additionally, Mary provided an update on the 107A grant, discussing the impact of recent funding cuts on adult education.

**d) Job Corps**

Member Verona Terry discussed the recent Community Relations Council meeting of Job Corps, which took place at the McLaren Hospitality House in Flint. She highlighted the participation of local groups and mentioned a former JMG student who shared her journey to becoming an employee at the Hospitality House.

**X. Comments/Other Business**

There were no additional comments or other business discussions.

**XI. Adjournment**

Hearing no other business, Chair Panduren called for a motion to adjourn the meeting at 10:33 a.m. Yvonne Prill motioned to adjourn, and John Hartwell supported.  
Meeting adjourned.

Next meeting Friday, March 13<sup>th</sup>, 2026 at 9:30 a.m.

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

 3-13-26  
Sandi Mose, Secretary Date