

OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD MEETING  
JANUARY 30, 2024 - THE IROQUOIS CLUB  
BLOOMFIELD HILLS, MICHIGAN

MEMBERS PRESENT: B. Arborgast, J. Becher, H. Chambers, H. Flowers, L. Graham, J. Kerr, A. Lord,  
L. McCall, J. Petroskey, L. Royston, C. Tribuzio, and G. Wooten  
(12)

MEMBERS VOTING BY E-MAIL: P. Boegner, D. Darbyshire, T. Hatfield, P. Myles, B. Steeh, and W. Thibodeau  
(6)

MEMBERS ABSENT W/NOTICE: C. Castiglione, S. Fladger, J. Harrington-Davis, D. Shemenski, B. Stowe, and  
D. Zaliwski  
(6)

STAFF: J. Llewellyn, R. Al-Igoe, K. Arnone, D. Bachman, D. Lake, S. Rideout,  
L. Rivard-Weston, T. Shaffer, J. St. Henry, and S. Wills

OTHERS: Jillian Geyman - Oakland County Michigan Works! Waterford  
Nikki Pearson - Oakland County Michigan Works! Pontiac  
Susan Reetz - Oakland County Michigan Works! Oak Park  
Lisa Straske - Oakland County Michigan Works! Southfield  
Denise Van Hee - Oakland County Michigan Works! Troy

The meeting was called to order at 8:17 a.m. by Chairperson Lauren Royston.

1. Welcome, Call to Order, and Introductions  
Lauren Royston welcomed those present and thanked them for coming. Ms. Royston asked the guests to introduce themselves.
2. ROLL CALL
3. Previous Minutes  
Motion by H. Flowers, Supported by C. Tribuzio

RECOMMEND APPROVAL OF THE MINUTES FROM THE 11/21/23  
WORKFORCE DEVELOPMENT BOARD MEETING, AS SUBMITTED.

Motion Carried by Unanimous Voice Vote.

4. Manager's Report

Jennifer Llewellyn announced that Belinda Arborgast, the Oakland County Director of the Department of Health and Human Services will be retiring at the end of February.

Ms. Llewellyn updated the Board on the activities of the MWA.

Rana Al-Igoe the Workforce Development Division's Oakland80 Administrator gave the Board a brief overview of the Oakland80 Program.

Motions from the Executive Committee Meeting of 1/26/24:

5. The Oakland County MWA's Allocation for the Michigan Auto-Related Employment Recovery Project: 9/15/23 – 9/30/25

Motion by L. Royston, Supported by L. Graham

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

A.) THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) ALLOCATION OF \$75,084 FOR THE MICHIGAN AUTO-RELATED EMPLOYMENT RECOVERY PROJECT, WHICH IS FUNDED THROUGH MICHIGAN'S EMPLOYMENT RECOVERY DISLOCATED WORKER GRANT (DWG), UNDER SECTION 170 OF THE WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA), FROM SEPTEMBER 15, 2023 THROUGH SEPTEMBER 30, 2025; AND

B.) THE ATTACHED BUDGET INFORMATION SUMMARY (BIS).

Motion Carried by Unanimous Voice Vote.

6. The Oakland County Workforce Development Board's Career and Educational Advisory Council (CEAC) for 10/1/23 – 9/30/25

Motion by L. Royston, Supported by H. Flowers

RECOMMEND THAT THE OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD:

A.) CERTIFY, FOR THE PERIOD OF OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2025, THE BOARD'S CAREER AND EDUCATIONAL ADVISORY COUNCIL (CEAC);

B.) APPOINT THE FOLLOWING CEAC MEMBERS TO REPRESENT THE FOLLOWING SECTORS:

Motions from the Executive Committee Meeting of 1/26/24: (cont.)6. The Oakland County Workforce Development Board's Career and Educational Advisory Council (CEAC) for 10/1/23 – 9/30/25 (cont.)

Member	Sector
Carlo Castiglione	Workforce Development Board (WDB) Member and Labor
David Darbyshire	WDB Member
Dawn Aubry	Post-Secondary Institution
Hilarie Chambers	WDB Member
Jacqui Spicer	Post-Secondary Institution
Jarrad Grandy	CTE Administrator and the Intermediate School District (ISD)
Jeanette Brown	Non-WDB Employer
Jennifer Llewellyn	Other Member
Jillian Geyman	Other Member
John Kerr	WDB Member
Kenneth Gutman	ISD
Kimberly Hurns	Post-Secondary Institution
Lee Graham	WDB Member and Labor
Michele Economu-Ureste	Parent
Moussa Traore	Local District
Naheed Huq	Other Member
Nancy Finazzo	Other Member
Paul Agosta	Post-Secondary Institution
Paul Blatt	Non-WDB Employer
Remylin Bruder	Post-Secondary Institution and Academic Educator
Ryan Fewins-Bliss	Other Member
Samino Scott	Other Member
Solon Phillips	Other Member
Tammy Brown	Local District
Wayne Thibodeau	WDB Member and Post-Secondary Institution

C.) DESIGNATE NANCY FINAZZO AS THE CEAC'S CHAIRPERSON; AND

D.) DESIGNATE RANA AL-IGOE AS THE CEAC'S LEAD POINT OF CONTACT.

Motion Carried by Unanimous Voice Vote.

7. The Public Act 103, Section 61(b) Career Technical Education (CTE) Early Middle College Programs 2024 Strategic Plan

Motion by L. Royston, Supported by C. Tribuzio

RECOMMEND THAT THE OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD ENDORSE THE PUBLIC ACT 103 SECTION 61(B) CAREER TECHNICAL EDUCATION (CTE) EARLY MIDDLE COLLEGE PROGRAMS 2024 STRATEGIC PLAN, WHICH THE BOARD'S CAREER AND EDUCATIONAL ADVISORY COUNCIL (CEAC) APPROVED ON NOVEMBER 15, 2023, AND WHICH THE BOARD REVIEWED ON JANUARY 30, 2024.

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 1/26/24: (cont.)

8. The Oakland County MWA's Policies for Cash and Property Management, Procurement, Small and Micro Purchases, and Subrecipient Audit Review

Motion by J. Becher, Supported by J. Petroskey

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE  
THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S)  
ATTACHED POLICIES, INCLUDING:

- THE "CASH MANAGEMENT POLICY";
- THE "PROPERTY MANAGEMENT POLICY";
- THE "PROCUREMENT POLICY";
- THE "SMALL AND MICRO PURCHASE POLICY"; AND
- THE "SUBRECIPIENT AUDIT REVIEW POLICY".

Motion Carried by Unanimous Voice Vote.

9. The Oakland County MWA's Fiscal Year 2023 Cycle 2 Going Pro Talent Fund Allocation for 7/26/23 – 9/30/24

Motion by H. Flowers, Supported by C. Tribuzio

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

- THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) FISCAL YEAR 2023 CYCLE 2 GOING PRO TALENT FUND ALLOCATION OF \$1,129,133; AND
- THE ATTACHED BUDGET INFORMATION SUMMARY.

Motion Carried by Unanimous Voice Vote.

10. The Oakland County MWA's Michigan Works! System Plan for Calendar Year 2024 (i.e., 1/1/24 – 12/31/24)

Motion by L. Graham, Supported by J. Becher

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE  
THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S MICHIGAN WORKS!  
SYSTEM PLAN FOR CALENDAR YEAR 2024 (i.e., JANUARY 1, 2024 THROUGH  
DECEMBER 31, 2024).

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 1/26/24: (cont.)

11. Modification #1 to the Building an Industry Infinity Supply Chain ("Industry Infinity") Subrecipient Agreement for 2/2/21 – 1/31/25

Motion by J. Petroskey, Supported by H. Flowers

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

- MODIFICATION #1 TO THE BUILDING AN INDUSTRY INFINITY SUPPLY CHAIN ("INDUSTRY INFINITY") SUBRECIPIENT AGREEMENT, FOR WHICH THE SOUTHEAST MICHIGAN COMMUNITY ALLIANCE (SEMCA) IS THE AWARDED AGENCY AND THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY (MWA) IS THE SUBRECIPIENT, AND WHICH IS FUNDED FOR FEBRUARY 1, 2021 THROUGH JANUARY 31, 2025, AND FOR \$1,228,662 IN FEDERAL H-1B JOB TRAINING GRANT PROGRAM FUNDS; AND
- THE AGREEMENT'S REVISED BUDGET, FOR WHICH LINE ITEMS AND AMOUNTS ARE DELINEATED IN THE ATTACHED NARRATIVE.

Motion by Unanimous Voice Vote.

12. The Oakland County MWA's Fiscal Year 2024 Partnership. Accountability. Training. Hope. (PATH) Employment-Related Supportive Services (ERSS) Plan for 10/1/24 – 8/31/24

Motion by L. Graham, Supported by L. Royston

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) FISCAL YEAR 2024 PARTNERSHIP. ACCOUNTABILITY. TRAINING. HOPE. (PATH) EMPLOYMENT-RELATED SUPPORTIVE SERVICES (ERSS) PLAN AND ATTACHED BUDGET INFORMATION SUMMARY.

Motion Carried by Unanimous Voice Vote.

13. The Oakland County MWA's Temporary Assistance for Needy Families (TANF) Refugee Program (TRP) Plan for Fiscal Year 2024 (10/1/23 – 9/30/24)

Motion by L. Royston, Supported by J. Petroskey

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD A.) APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S FISCAL YEAR 2024 TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) REFUGEE PROGRAM (TRP) PLAN, WHICH, AS THE ATTACHED BUDGET INFORMATION SUMMARY REVEALS, ALLOCATES THE MWA \$116,732 IN MICHIGAN PENALTY AND INTEREST FUNDS AND B.) ALLOCATE THESE FUNDS TO THE MWA'S TRP SERVICE PROVIDER, THE AMERICA'S COMMUNITY COUNCIL (ACC).

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 1/26/24: (cont.)

14. Appropriation of Local Fiscal Recovery Funds from the American Rescue Plan Act of 2021 for the Oakland Together Skilled and Educated Workforce Program – Phase II Expansion  
This document was reviewed and received and filed by the Board.

COMMUNICATIONS:

1. July 26, 2023 Letter from State of Michigan 51<sup>st</sup> District Court re: Oakland County Michigan Works! Waterford
2. October 12, 2023 Letter from National Motorsports Association re: Oakland County Michigan Works! Novi
3. November 17, 2023 Letter from Progressive Mechanical Inc. re: Oakland County Michigan Works! Oak Park
4. November 21, 2023 Email from Chris Morgan at Robert Bosch LLC re: MiCareerQuest/National Apprenticeship Week
5. November 22, 2023 News Release "Oakland County Michigan Works! Provides Funding Sources to Employers Pursuing Registered Apprenticeship Programs, New Apprentice Progress Tracking System"
6. November 22, 2023 Letter from Oakland County Human Resources re: Oakland County Michigan Works! Southfield
7. December 4, 2023 Letter from FANUC America re: Oakland County Michigan Works! Troy
8. December 4, 2023 Email from State of Michigan Department of Labor and Economic Opportunity re: Wagner-Peyser Final Rule
9. December 7, 2023 Letter from Oakland Community College/WIN re: Closing the Skills Gap Monitoring Visit
10. December 11, 2023 Email from Oakland University re: OU-Pontiac Initiative 2023 Community Impact Sponsorship Award
11. December 26, 2023 The Oakland Press Article "Federal, state funding boost Oakland Co. apprentice Opportunities"
12. Letter from State Electric Company re: Oakland County Michigan Works! Waterford
13. Note from Mr. Scott Kuechle re: Oakland County Michigan Works! Troy
14. January 16, 2024 News Release "County Employers Receive Record \$4.1 Million in Going PRO Talent Fund Grants to Train Workers, Strengthen Teams"

The above communications were reviewed and received and filed by the Board.

PUBLIC COMMENT – There was no comment made by the public.

The meeting was adjourned at 9:50 a.m.

Foregoing minutes subject to approval.

Respectfully submitted:

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Debbie Lake, Recording Secretary

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Tim Hatfield, Secretary