

OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD MEETING
JULY 23, 2024 - THE IROQUOIS CLUB
BLOOMFIELD HILLS, MICHIGAN

MEMBERS PRESENT: (18) J. Becher, P. Boegner, D. Darbyshire, H. Flowers, L. Graham, J. Harrington-Davis, T. Hatfield, J. Kerr, A. Lord, L. McCall, J. Petroskey, L. Royston, Ahmad Sabbagh, D. Shemenski, B. Steeh, B. Stowe, C. Tribuzio and G. Wooten

MEMBERS ABSENT W/NOTICE: (6) C. Castiglione, H. Chambers, S. Fladger, P. Myles, W. Thibodeau and D. Zaliwski

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

OTHERS: Susan Corbin – Department of Labor and Economic Opportunity
Reid Frasier – Department of Labor and Economic Opportunity
Jill Geyman – Oakland County Michigan Works! Waterford
Heather Hevnick – Department of Labor and Economic Opportunity
Felicia Hunter – Goodwill Industries of Greater Detroit
Sherry Kless – Oakland County Michigan Works! Oak Park
Kristina Kurtz - Oakland County Michigan Works! Novi
John Loporto – Department of Labor and Economic Opportunity
Shanell Shelby - Oakland County Michigan Works! Pontiac
Matt Shields - Department of Labor and Economic Opportunity
Justin Steenbergh – IBEW Local 28
David Straka - Oakland County Michigan Works! Oak Park
Sarah Szurpicki - Department of Labor and Economic Opportunity
Denise Van Hee - Oakland County Michigan Works! Troy
Kathleen White – Oakland County Michigan Works! Oak Park
Leena Zachariah - Oakland County Michigan Works! Southfield

The meeting was called to order at 8:10 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 – Quorum Established
3. Previous Minutes
Motion by P. Boegner, Supported by H. Flowers

RECOMMEND APPROVAL OF THE MINUTES FROM THE 5/7/24
WORKFORCE DEVELOPMENT BOARD MEETING, AS SUBMITTED.

Motion Carried by Unanimous Voice Vote.

4. Manager's Report

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

Ms. Llewellyn presented Shanell Shelby with a plaque in recognition of her accomplishments as the Director of the Michigan Works! office in Pontiac.

Ms. Llewellyn also congratulated John Kerr for being named Volunteer of the Year by the Michigan Works! Association.

5. Presentation by the State of Michigan's Department of Labor and Economic Opportunity (LEO)

Susan Corbin, Director of the State of Michigan's Department of Labor and Economic Opportunity reviewed the Governor's Workforce Plan with Board members.

Motions from the Executive Committee Meeting of 7/19/24:

6. The Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional Plan for Program Years 2024-2027

Motion by P. Boegner, Supported by D. Darbyshire

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD
APPROVE WIOA PLANNING REGION 10'S WORKFORCE
INNOVATION AND OPPORTUNITY ACT (WIOA) FOUR-YEAR
REGIONAL PLAN FOR PROGRAM YEARS 2024 THROUGH 2027
(i.e., JULY 1, 2024 THROUGH JUNE 30, 2028).

Motion Carried by Unanimous Voice Vote.

7. The WIOA Four-Year Local Plan for Program Years 2024-2027

Motion by B. Steeh, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD
APPROVE THE OAKLAND COUNTY MICHIGAN WORKS!
AGENCY'S (MWA'S) WORKFORCE INNOVATION AND
OPPORTUNITY ACT (WIOA) FOUR-YEAR LOCAL PLAN
FOR PROGRAM YEARS 2024 THROUGH 2027 (i.e.,
JULY 1, 2024 THROUGH JUNE 30, 2028).

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 7/19/24: (cont.)

- 8. 2024-2028 Applications for WIOA Title Adult Education and Family Literacy Act (AEFLA) Funds
Motion by T. Hatfield, Supported by H. Flowers

THE OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD ACKNOWLEDGES THAT IT REVIEWED THE ATTACHED “LOCAL BOARD REVIEW FORMS” FOR THE FOLLOWING 2024 – 2028 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) TITLE II ADULT EDUCATION AND FAMILY LITERACY ACT (AEFLA) FUNDING APPLICATIONS FROM THE FOLLOWING ENTITIES:

Entity	Application
Farmington Schools	Instructional
Farmington Schools	IELCE*
Huron Valley Schools	Instructional
Novi Adult Education	Instructional
Oakland Literacy Council	Instructional
Oakland Literacy Council	IELCE*
Rochester Schools	Instructional
Royal Oak Schools	Instructional
Tri-County Adult Educational Center – Ferndale Schools	Instructional
Tri-County Adult Educational Center – Ferndale Schools	IELCE*
Troy School District	Instructional
Troy School District	IELCE*
Troy School District	Corrections Education
Walled Lake Schools	Instructional

*Integrated English Literacy and Civics Education.

Motion Carried by Unanimous Voice Vote.

- 9. The Oakland County Michigan Works! Agency’s (MWA’s) Allocation for the Michigan Reconnect Targeted Outreach Initiative: 4/1/24 – 9/30/24
Motion by H. Flowers, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

- A.) THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY’S (MWA’S) ALLOCATION OF \$35,020 FOR THE “MICHIGAN RECONNECT TARGETED OUTREACH” INITIATIVE, WHICH IS FUNDED WITH FISCAL YEAR 2024 “STATE AND LOCAL FISCAL RECOVERY FUNDS (SLFRF)”, FOR THE PERIOD OF APRIL 1, 2024 THROUGH SEPTEMBER 30, 2024; AND
- B.) THE ATTACHED BUDGET INFORMATION SUMMARY (BIS)

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 7/19/24: (cont.)

10. The MWA's Program Year 2024 Wagner-Peyser 7(a) Employment Service Allocation
Motion by L. Graham, Supported by L. Royston

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) PROGRAM YEAR 2024 WAGNER-PEYSER 7(a) EMPLOYMENT SERVICE ALLOCATION OF \$2,051,339, AS DELINEATED IN THE ATTACHED BUDGET INFORMATION SUMMARY (BIS).

Motion Carried by Unanimous Voice Vote.

11. The MWA's Program Year 2024 WIOA Statewide Activities (SWA) Capacity Building and Professional Development (CBPD) Allocation
Motion by L. Royston, Supported by L. Graham

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S PROGRAM YEAR 2024 (i.e., JULY 1, 2024 THROUGH JUNE 30, 2025) CAPACITY BUILDING AND PROFESSIONAL DEVELOPMENT (CBPD) ALLOCATION OF \$92,057, WHICH IS DELINEATED IN THE ATTACHED BUDGET INFORMATION SUMMARY (BIS).

Motion Carried by Unanimous Voice Vote.

12. The MWA's Program Year 2024 WIOA SWA Allocation for Customer Relationship (CRM)
Motion by J. Petroskey, Supported by L. Graham

RECOMMEND THAT THE OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) PROGRAM YEAR 2024 (i.e., JULY 1, 2024 THROUGH JUNE 30, 2025) WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) STATEWIDE ACTIVITIES (SWA) CUSTOMER RELATIONSHIP MANAGEMENT (CRM) ALLOCATION OF \$12,654, WHICH IS DELINEATED IN THE ATTACHED BUDGET INFORMATION SUMMARY (BIS).

Motion Carried by Unanimous Voice Vote.

13. The MWA's Program Year 2024 WIOA SWA Career Exploration and Experience Event (CEEE) Allocation
Motion by H. Flowers, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) CAREER EXPLORATION AND EXPERIENCE EVENTS (CEEE) ALLOCATION OF \$40,000, AS DELINEATED IN THE ATTACHED BUDGET INFORMATION SUMMARY (BIS) FOR THE PERIOD OF JULY 1, 2024 THROUGH DECEMBER 31, 2025.

Motion Carried by Unanimous Voice Vote.

New Business

14. & Nominations and Elections for Program Year 2024 (July 1, 2024 – June 30, 2025) Board Officers.

15.

- Chairperson
- Vice-Chairperson
- Secretary
- Treasurer

At the Board’s May 7, 2024 meeting, David Darbyshire was nominated as Chairperson. At the Board’s July 23, 2024 meeting, no other nominations were made.

Motion by J. Becher, Supported by A. Lord

RECOMMEND THAT NOMINATIONS FOR CHAIRPERSON BE CLOSED,
AND THAT A UNANIMOUS BALLOT BE CAST FOR DAVID DARBYSHIRE.

Motion Carried by Unanimous Voice Vote.

At the Board’s May 7, 2024 meeting, Hernando Flowers was nominated as Vice-Chairperson. At the Board’s July 23, 2024 meeting, no other nominations were made.

Motion by L. Graham, Supported by B. Steeh

RECOMMEND THAT NOMINATIONS FOR VICE-CHAIRPERSON BE CLOSED,
AND THAT A UNANIMOUS BALLOT BE CAST FOR HERNANDO FLOWERS.

Motion Carried by Unanimous Voice Vote.

At the Board’s May 7, 2024 meeting, Paula Boegner was nominated as Secretary. At the Board’s July 23, 2024 meeting, no other nominations were made.

Motion by T. Hatfield, Supported by J. Becher

RECOMMEND THAT NOMINATIONS FOR SECRETARY BE CLOSED,
AND THAT A UNANIMOUS BALLOT BE CAST FOR PAULA BOEGNER.

Motion Carried by Unanimous Voice Vote.

At the Board’s May 7, 2024 meeting, Christina Tribuzio was nominated as Treasurer. At the Board’s July 23, 2024 meeting, no other nominations were made.

Motion by A. Lord, Supported by B. Steeh

RECOMMEND THAT NOMINATIONS FOR TREASURER BE CLOSED,
AND THAT A UNANIMOUS BALLOT BE CAST FOR CHRISTINA TRIBUZIO.

Motion Carried by Unanimous Voice Vote.

New Business (cont.)

16. Appointments to the Oakland County Workforce Development Board’s Executive Committee for Program Year 2024

Motion by L. Royston, Supported by L. Graham

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD RATIFY THE APPOINTMENTS OF THE FOLLOWING INDIVIDUALS TO THE BOARD’S PROGRAM YEAR 2024 (i.e. JULY 1, 2024 THROUGH JUNE 30, 2025) EXECUTIVE COMMITTEE:

- JACK BECHER
- PAULA BOEGNER
- DAVID DARBYSHIRE
- DR. HERNANDO FLOWERS
- TIM HATFIELD
- LAUREN ROYSTON
- DREW SHEMENSKI
- BOB STEEH
- CHRISTINA TRIBUZIO

Motion Carried by Unanimous Voice Vote.

17. The Board’s Alternate Signatory

Motion by L. Royston, Supported by P. Boegner

RECOMMEND THAT, FOR THE REMAINDER OF CALENDAR YEAR 2024, AND FOR CALENDAR YEAR 2025, THE WORKFORCE DEVELOPMENT BOARD DESIGNATE DR. HERNANDO FLOWERS, THE BOARD’S VICE-CHAIRPERSON, AS THE ALTERNATE SIGNATORY TO SIGN WORKFORCE DEVELOPMENT PLANS AND MODIFICATIONS FOR DAVID DARBYSHIRE, THE BOARD’S CHAIRPERSON.

Motion Carried by Unanimous Voice Vote.

OTHER BUSINESS:

Jennifer Llewellyn thanked the Board officers for their support over the last two years.

Ms. Llewellyn also introduced Dr. Ahmad Sabbagh the new Oakland County Director of the Department of Health and Human Services as the Board’s newest member.

COMMUNICATIONS:

1. May 13, 2024 – Letter from the State of Michigan Department of Labor and Economic Opportunity – Workforce Innovation and Opportunity Act (WIOA) Data Validation
2. May 22, 2024 – Press Release from County Executive David Coulter re: Three M Tool and Machine Impact Award
3. May 23, 2024 – Letter from KTEC Systems re: Oakland County Michigan Works! Troy
4. May 28, 2024 – Letter from State of Michigan Department of Labor and Economic Opportunity – Board Certification
5. May 30, 2024 – Letter from State of Michigan Department of Labor and Economic Opportunity – Cycle II Monitoring Oak Park
6. May 31, 2024 – Press Release from Sheriff Michael Bouchard re: IN2WORK Program
7. June 1, 2024 – E-mail from J. Brinker re: Oakland County Michigan Works! Southfield
8. June 17, 2023 – Letter from Dreamers Healthcare Staffing re: Oakland County Michigan Works! Southfield
9. June 27, 2024 - Letter from State of Michigan Department of Labor and Economic Opportunity – Cycle II Monitoring Waterford
10. July 9, 2024 – Letter from State of Michigan Department of Labor and Economic Opportunity – Fiscal Year 2023 Single Audit
11. July 19, 2024 – Letter from State of Michigan Department of Labor and Economic Opportunity – Trade Adjustment Assistance Monitoring and Data Validation

The above communications were received and filed by the Board.

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

The meeting was adjourned at 10:00 a.m.

Foregoing minutes subject to approval.

Respectfully submitted:

Debbie Lake, Recording Secretary

Christina Tribuzio, Secretary