

OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD MEETING  
MAY 6, 2025 - THE IROQUOIS CLUB  
BLOOMFIELD HILLS, MICHIGAN

MEMBERS J. Becher, P. Boegner, C. Castiglione, D. Darbyshire,  
PRESENT: J. Harrington-Davis, J. Kerr, J. Petroskey, L. Royston,  
(12) S. Shelby, J. Steenburgh, C. Tribuzio and G. Wooten

MEMBERS S. Carlson, H. Flowers, L. Graham, T. Hatfield, A. Lord,  
ABSENT L. McCall, A. Sabbagh, B. Steeh, W. Thibodeau and  
W/NOTICE: D. Zaliwski  
(10)

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

OTHERS: Teresa Brittentine - Oakland County Michigan Works! Pontiac  
Jill Geyman - Oakland County Michigan Works! Waterford  
Felicia Hunter – Goodwill Industries of Greater Detroit  
Sherry Kless – Oakland County Michigan Works! Oak Park  
Denise VanHee - Oakland County Michigan Works! Troy  
Leena Zachariah - Oakland County Michigan Works! Southfield

The meeting was called to order at 8:14 a.m. by Chairperson David Darbyshire.

1. Welcome, Call to Order, and Introductions  
David Darbyshire welcomed those present and thanked them for coming. Mr. Darbyshire asked the guests to introduce themselves.
2. ROLL CALL – Quorum Established
3. Previous Minutes  
Motion by C. Castiglione, Supported by P. Boegner

RECOMMEND APPROVAL OF THE MINUTES FROM THE 3/18/25  
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 and state and federal initiatives.

Motions from the Executive Committee Meeting of 5/2/25:

5. The Creation of an Award for the “Manufacturing Day” and MiCareerQuest Southeast” Grants  
Motion by P. Boegner, Supported by C. Tribuzio

RECOMMEND THAT THE OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD CREATE, FOR A TEN YEAR TERM, AN AWARD THAT IS FUNDED BY DONATIONS FROM VARIOUS ENTITIES FOR TWO FISCAL YEAR (i.e., OCTOBER THROUGH SEPTEMBER) GRANTS, “MANUFACTURING DAY” AND “MICAREERQUEST SOUTHEAST”.

Motion Carried by Unanimous Voice Vote.

6. The Oakland County Michigan Works! Agency’s “Internal Data Controls Policy”  
Motion by S. Shelby, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY’S (MWA’s) ATTACHED “INTERNAL DATA CONTROLS POLICY”.

Motion Carried by Unanimous Voice Vote.

7. The “Summer Melt to Summer Success” Grant Agreement between the Michigan College Access Network (MCAN) and Oakland County – Oakland80: 3/10/25 – 3/9/26  
Motion by L. Royston, Supported by S. Shelby

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE “SUMMER MELT TO SUMMER SUCCESS” GRANT AGREEMENT BETWEEN THE GRANTOR, THE MICHIGAN COLLEGE ACCESS NETWORK (MCAN), AND THE AWARDEE, OAKLAND COUNTY – OAKLAND80, FOR THE PERIOD OF MARCH 10, 2025 THROUGH MARCH 9, 2026.

Motion Carried by Unanimous Voice Vote.

New Business

8. The Oakland County Workforce Development Board’s Nominations for Program Year 2025 Officers  
Motion by C. Castiglione, Supported by J. Petroskey

RECOMMEND THAT DAVID DARBYSHIRE BE NOMINATED AS CHAIRPERSON.

Motion Carried by Unanimous Voice Vote.

Motion by C. Castiglione, Supported by J. Petroskey

RECOMMEND THAT NOMINATIONS FOR CHAIRPERSON BE CLOSED UNTIL THE BOARD’S ANNUAL MEETING ON JULY 29, 2025.

Motion Carried by Unanimous Voice Vote.

New Business: (cont.)8. The Oakland County Workforce Development Board's Nominations for Program Year 2025 Officers (cont.)

Motion by J. Becher, Supported by S. Shelby

RECOMMEND THAT DR. HERNANDO FLOWERS BE NOMINATED AS VICE-CHAIRPERSON.

Motion Carried by Unanimous Voice Vote.

Motion by J. Becher, Supported by S. Shelby

RECOMMEND THAT NOMINATIONS FOR VICE-CHAIRPERSON BE CLOSED UNTIL THE BOARD'S ANNUAL MEETING ON JULY 29, 2025.

Motion Carried by Unanimous Voice Vote.

Motion by J. Becher, Supported by S. Shelby

RECOMMEND THAT PAULA BOEGNER BE NOMINATED AS SECRETARY.

Motion Carried by Unanimous Voice Vote.

Motion by J. Becher, Supported by S. Shelby

RECOMMEND THAT NOMINATIONS FOR SECRETARY BE CLOSED UNTIL THE BOARD'S ANNUAL MEETING ON JULY 29, 2025.

Motion Carried by Unanimous Voice Vote.

Motion by C. Castiglione, Supported by J. Petroskey

RECOMMEND THAT CHRISTINA TRIBUZIO BE NOMINATED AS TREASURER.

Motion Carried by Unanimous Voice Vote.

Motion by C. Castiglione, Supported by J. Petroskey

RECOMMEND THAT NOMINATIONS FOR TREASURER BE CLOSED UNTIL THE BOARD'S ANNUAL MEETING ON JULY 29, 2025.

Motion Carried by Unanimous Voice Vote.

COMMUNICATIONS:

1. March 18, 2025 Letter from State of Michigan Department of Labor and Economic Opportunity re: Reemployment Services and Eligibility Assessment program monitoring
2. March 18, 2025 Letter from State of Michigan Department of Labor and Economic Opportunity re: Michigan Works! System Plan for Oakland County Michigan Works!
3. March 18, 2025 email from Ms. Harte regarding Ms. Lindsey Goode at Oakland County Michigan Works! Troy
4. March 24, 2025 Press Release "Gov. Whitmer Invests \$1.9 Million in Program that Support 287 Michiganders with Career Training Opportunities"
5. April 8, 2025 Letter from State of Michigan Department of Labor and Economic Opportunity re: Cycle I Monitoring Review

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 9:05 a.m.

Foregoing minutes subject to approval.

Respectfully submitted:

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Debbie Lake, Recording Secretary

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Paula Boegner, Secretary