

**Upper Peninsula Michigan Works!
Workforce Development Board Executive Committee
Meeting Minutes
January 15, 2024**

I. Call to Order, Mark Massicotte, Chair

Mark Massicotte, Chair, called the meeting to order at 12:15 pm ET.

II. Roll Call

Executive Committee of the Board members present:

Mark Massicotte

Joe Esbrook

Michelle LaJoie

David Goudreau

Mike Smith

UP Michigan Works! Staff Present:

Debb Brunell, CEO

III. Recommended Motions – Policy Issuances

The following Policy Issuances were presented to the committee for review and approval:

- Policy Issuance # 22-22
- Policy Issuance # 23-21
- Policy Issuance # 23-22
- Policy Issuance # 23-27
- policy Issuance # 23-28

A motion to approve the policy issuances stated above was made by Joe Esbrook, seconded by Michelle LaJoie, and unanimously approved. Motion passes.

IV. Recommended Motion – Local Policy

The local Equal Opportunity Local Policy was presented to the Committee for review and approval. The committee members discussed the policy and noted the importance of reviewing this policy on an annual basis to ensure everyone stays updated and knowledgeable. It was also noted to add this policy as a discussion item at the next full Board meeting to talk about what UPMW does to accommodate customers.

A motion to approve the local Equal Opportunity Local Policy was made by Mike Smith, seconded by David Goudreau, and unanimously approved. Motion passes.

V. Adjourn

A motion to adjourn the meeting was made by Mike Smith, seconded by David Goudreau, and unanimously approved. Motion passes.