

**Upper Peninsula Michigan Works! (UPMW)
Local Elected Officials Board
Meeting Minutes
February 7, 2024**

I. Call to Order, Carl Nykanen, Chair

Mr. Carl Nykanen called the meeting to order at 1:00 pm ET.

II. Roll Call

Board Members Present:

Joe Stevens, Dickinson County; Mark Stauber, Iron County; Carl Nykanen, Ontonagon County; Jeff Carlson, Menominee County; Steven Viau, Delta County; Joe Bonovetz, Gogebic County; Joseph Derocha, Marquette County; Damon Lieurance; Chippewa County; Gretchen Janssen, Houghton County.

UPMW Staff Present:

Debb Brunell, CEO

Michelle Viau, CFO

Margo Anderson, CHRO

Beau Boden, CTO

Betsy Erkkila, Administrative Services Manager

III. Public Comment

None.

IV. Approval of Agenda

One request was made by Commissioner Nykanen to add the Copperwood Project to the agenda. ***A motion to approve the February 7 agenda, with the addition of the Copperwood Project, was made by Commissioner Bonovetz and seconded by Commissioner Derocha. All in favor. Motion passes.***

V. Approval of Minutes

One typographic error was identified in the October 19, 2023, meeting minutes in Section VII. The word "Vice" must be added to the motion in the second paragraph. ***A motion to approve the meeting minutes of October 19, 2023, with the addition of the missing word "Vice", was made by Commissioner Viau and seconded by Commissioner Stauber. All in favor. Motion passes.***

VI. UPMW Guest Presentation

Rick Sanville, UPMW Business Services Manager, discussed the current dismal state of the logging industry. Explanations include a mild winter, road restrictions already in place, and a lack of talent. Recent conversations with local businesses indicate a critical need for building a logging industry talent pipeline. There was some discussion regarding mass timber technology.

VII. Financial Report

Financial reports were presented and discussed. CFO Viau noted we are right where we expected to be and not in financial risk. ***A motion to approve the Grant Status and Overview Report, the Line-item Budget Report, and the October, November, and December vouchers was made by Commissioner Stevens and seconded by***

Commissioner Viau. All in favor. Motion passes.

VIII. New Business

A. UPMW and Upper Peninsula State Bank Accounts Resolution

A resolution was presented to the Board resolving the following:

1. Update the bank signature cards to include Carl Nykanen as an authorized signer.
2. A new general checking account is requested to be opened with the authorized signers Debb Brunell, Carl Nykanen, and Michelle Viau. This account will replace the existing general checking account, which will be closed out.
3. Remove Gerald Corkin from existing accounts and add Carl Nykanen. The full list of authorized signers on all three bank accounts (new general checking, payroll, and funded leave savings) follows:
 - Carl Nykanen, Board Chair
 - Debb Brunell, CEO
 - Michelle Viau, CFO

A motion to approve the above resolution was made by Commissioner Bonovetz and seconded by Commissioner Stevens. All in favor. Motion passes.

B. Attendance Expectations/Survey Results

The Board reviewed the attendance expectations survey results and noted the meeting schedule as it currently stands is established for 2024.

C. Approval of Workforce Development Board (WDB) New Appointments

Three new WDB nominees were presented to the Board for review and approval. The nominees were Ted Johnson, Tammy Henry, and Dr. Nerita Huges. ***A motion to approve all three Workforce Development Board nominees was made by Commissioner Bonovetz and seconded by Commissioner Derocha. All in favor. Motion passes.***

D. Approval of WDB Reappointments

Seven current members were up for reappointment to the Workforce Development Board. The reappointments were presented to the Board for review and approval. The reappointments included Julie Wonders, Chad Rowe, David Goudreau, Samantha Cameron, Mike Smith, Travis Cary, and Mark Massicotte. ***A motion to approve all seven WDB reappointments was made by Commissioner Stauber and seconded by Commissioner Viau. All in favor. Motion passes.***

E. Policy Issuance Motions for Approval

The following policy issuances were presented to the Board for their review and approval:

1. Policy Issuance #23-27: TAA Plan and Merit Staff Certification for FY 2024
2. Policy Issuance #23-28: FY 2023 PATH Program Plan Instructions
3. Policy Issuance # 23-31: Michigan Employment Recovery National Dislocated Worker Grant-Auto-related Employment Recovery Project
4. Policy Issuance # 23-32: Going PRO Talent Fund Program Administration
5. Policy Issuance # 23-34: Michigan Works! System Plan Instructions for Calendar Year 2024

A motion to approve policy issuances 1–5 as stated above was made by Commissioner Viau and seconded by Commissioner Bonovetz. All in favor. Motion passes.

IX. Reports

CEO Brunell presented the second annual State of the Upper Peninsula Workforce Report. All Board members were provided with a copy. CEO Brunell highlighted the data section, funding considerations, and others. CEO Brunell discussed programs offered through UPMW for past offenders. She also discussed the work with InvestUP and local economic developers on responding to the labor force survey. She touched on youth programs and events. Other future events mentioned include the UP200, State Legislative Day, and the National Association of Workforce Boards Annual Conference. The availability of good-paying federal jobs was also discussed. Chair Nykanen shared the results of the CEO survey with the Board. There were good and positive comments. He expressed pride in being a member of this Board.

X. Communications

The 2024 board meeting schedule, 2023 State of the Workforce Report, and a contact information sheet were provided to the board.

XI. Member updates

Member updates included the Michigan Strategic Fund, a pilot program for trauma software in hospitals, the Copperwood Project, the housing shortage, the Acts Michigan's Tax, the mental health crises, and the opening of the Marshfield Cancer Center.

XII. Next Meeting/Adjournment

The meeting adjourned at 1:12 pm ET and the next meeting will be on May 8, 2024, in Escanaba, MI.