

MEETING MINUTES
Upper Peninsula Michigan Works! County Commissioner Board
Wednesday, October 2, 2024, 1:00 PM (ET)

I. Call to Order, Carl Nykanen, Chair

Carl Nykanen, Board Chair, called the meeting to order at 1:00 pm ET.

II. Roll Call

Present:

1. Carl Nykanen
2. Joe Stevens
3. Joe Bonovetz
4. Craig Reiter
5. Mike Patrick
6. Mark Stauber
7. Damon Lieurance
8. Gale Eilola
9. Steve Viau
10. Gretchen Janssen

III. Public Comment

No comment.

IV. Approval of Agenda

A motion to approve the agenda of October 2, 2024, was made by Commissioner Stevens, supported by Commissioner Eiolola, and unanimously approved. Motion passes.

V. Approval of Minutes

A motion to approve the Local Elected Official Board Meeting Minutes of August 7, 2024, was made by Commissioner Reiter, supported by Commissioner Janssen, and unanimously approved. Motion passes.

VI. Financial Report

CFO Viau presented the grant status and overview report and the line item budget report. It was noted the items in blue are federal funding sources and the others are grant and state funding. Grants that have been fully expended were highlighted. The RESEA CY 2023 funding will be extended to June 2024. One board member noted the grant descriptions legend at the bottom of the report was appreciated. One board member asked about a supportive service for a participant that seemed odd. It was explained as allowable and reasonable. The vouchers were previously emailed to the board members for their review and approval. *A motion to approve all 3 financial reports (Grant Status & Overview, Line-Item Budget Report, and the Voucher Review Reports) was made by Commissioner Bonovetz, supported by Commissioner Patrick, and unanimously approved. Motion passes.*

VII. New Business

A. Policy Issuance Motions for Approval

1. Policy Issuance # 24-13: Workforce Innovation and Opportunity Act (WIOA) Four-Year Regional and Local Plans for Program Years (PYs) 2024 through 2027
2. Policy Issuance # 24-22: Appropriation Year (AY) 2024 Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker (DW), and Youth Program

Allocations for the Time Period of July 1, 2024 through June 30, 2026

3. Policy Issuance # 24-26: Going PRO Talent Fund (Talent Fund) Program Administration Fiscal Year (FY) 2024 Cycle 2, the Period of July 1, 2024, through September 30, 2025
4. Policy Issuance # 24-27: Going PRO Talent Fund (Talent Fund) Program Administration Fiscal Year (FY) 2024 ELC, the Period of April 19, 2024 through September 30, 2025
5. Policy Issuance # 24-28: Funding for Marketing and Outreach Period of Performance: September 1, 2024, through September 30, 2026 Michigan Regional Outreach, Awareness, and Recognition (MiROAR)

A motion to approve policy issuances 1-5 as stated above was made by Commissioner Eilola, supported by Commissioner Stauber, and unanimously approved. Motion passes.

B. 2025 Board Meeting Schedule Proposal

Not discussed.

VIII. Reports

A. CEO – Debb Brunell

Ms. Debb Brunell shared her CEO Report. She discussed new Upper Peninsula projects, partnerships, and recent happenings at UPMW. She thanked three retiring board members: Joe Bonovetz, Gale Eilola, and Steven Viau for their service on the board and in our communities. She informed the board of the latest Going Pro Talent Fund Cycle 1 funding. She then discussed CEO performance. CEO Brunell explained she has been doing the job of CEO since May 2022, formally CEO since November 2022. She sent out a letter to the boards prior to the meeting detailing her performance and asking for a raise.

3% raises have been given to staff each year and it has been 2 years since CEO Brunell has received a pay increase. The Board discussed putting a review committee together.

A motion to form a 3-person CEO Review Committee was made by Commissioner Stauber, seconded by Commissioner Lieurance, and unanimously approved. Motion carries.

Chair Nykanen appointed Gretchen Janssen, Mark Stauber, and Joe Stevens to the committee. A motion to approve the committee of Gretchen Janssen, Mark Stauber, and Joe Stevens was made by Commissioner Reiter, seconded by Commissioner Viau, and unanimously carried. Motion passes.

B. Chair – Carl Nykanen

Nothing to report.

IX. Communications

A. MiLEAP Close out Report

CEO Brunell highlighted this report noting the successes and outcomes.

X. Member updates

The Board made positive comments about their work with UPMW, and their time on the Board. With several board members retiring, they thanked the staff and board members for their time and efforts.

XI. Adjournment

Meeting adjourned at 1:56 pm ET.