Upper Peninsula Michigan Works! (UPMW)
Workforce Development Board (WDB)
Meeting Minutes
April 16, 2026

I. Call to Order

The meeting was called to order at 12:05 pm ET.

II. Roll Call

Board Members Present:

- Mark Massicotte
- Megan Morrison
- Travis Cary
- Ryan Stern
- Ted Johnson
- George Kinsella
- Dave Goudreau
- Tammy Henry
- Chris Doyle
- Julie Wonders
- Mike Smith
- Samantha Cameron

III. Public Comment

None.

IV. Approval of Agenda

A motion to approve April 16, 2026, WDB agenda was made by Ryan Stern, supported by Ted Johnson, and unanimously approved. Motion passes.

V. Approval of Meeting Minutes

A Motion to approve the previous meeting minutes dated December 3, 2025, was made by Megan Morrison and seconded by Chris Doyle. Motion carried unanimously.

VI. Officer Appointments

Officer Appointment nominations were presented as:

- **Chair:** Mark Massicotte (continuing term)
- **Vice Chair:** Joe Esbrook (continuing term)

All board members voted in favor of the officer slate.

Executive Committee

Chair Massicotte reviewed the current Executive Committee structure. The board agreed to continue with the previously appointed committee:

- Michelle LaJoie
- Mark Massicotte
- Mike Smith
- Dave Goudreau

Consensus of the board was to proceed with the current structure.

VII. Board Member Spotlight Presentations

Chris Doyle presented on *Independent Machine Company*, followed by board questions and discussion. Ted Johnson presented on his work with the *Great Lakes Pilots Association*. Board members expressed appreciation for the opportunity to learn more about member organizations and professional backgrounds.

VIII. Financial Report

Grant Status and Overview

Chief Financial Officer Viau provided an overview of current grant funding, including discussion of new funding sources. Key points included:

- No major changes in overall funding streams
- No planning allocations anticipated for WIOA; similar allocation levels expected for the coming year

- Draft budget for the next fiscal year will be presented at the May meeting

Line-Item Budget Report

- Approximately 54% of expenditures were incurred with 67% of the fiscal year completed
- Higher expenditures anticipated during April, May, and June

Motion to accept the financial reports was made by George Kinsella, seconded by Tammy Henry, and unanimously approved. Motion carries.

IX. Reports

a. CEO

CEO Brunell reported on the following:

- Development of an internal AI Task Force to explore opportunities for operational efficiency
- Ongoing Career Pathways Project with regional partners to better communicate workforce pathways to students
- Continued strategic participation in Mind Trekkers, with expansion limited by cost considerations
- Active membership in the National Association of Workforce Boards (NAWB) to stay informed on federal initiatives
- Opportunity for board members to receive NAWB advocacy updates; members may opt out by notifying staff
- Inclusion of TEGL 7-25 in the board packet, outlining evolving federal expectations for workforce boards
- Legislative updates were shared
- Workforce and labor market data reports can be provided upon request
- Staffing updates highlighted a turnover rate reduced by nearly half since 2024
- Going Pro Talent Fund update: 27 companies awarded just over $1 million
- All-Staff Meeting: June 18–19; board members invited to attend any portion, including dinner
- Performance updates were provided; staff will follow up to clarify Measurable Skill Gains (MSG)

b. Chair

No Report.

X. Action Items

State Policy Issuances and Local Policies

Policy Issuances #25-36, #25-37, #25-38, #25-39, #26-01, and #26-02 were presented for review and approval by the WDB.

A motion to approve all six state policy issuances as a consent agenda item was made by Ted Johnson, seconded by Megan Morrison, and unanimously approved. Motion carries.

Two local policies were presented to the board for their review and approval.

A *motion to approve the Local Complaint and Grievance Procedure was made by George Kinsella, seconded by Ryan Stern, and unanimously approved. Motion carries.*

A motion to approve the Local Monitoring Policy was made by Ryan Stern, seconded by Ted Johnson, and unanimously approved. Motion carries.

XI. Old Business

- Michigan Works! Association (MWA): Dave Goudreau provided updates from MWA, noting concerns regarding board size and advocacy visibility at the state level.
- State Workforce Board: The most recent State Workforce Board meeting was held on March 11, 2026. The next meeting is scheduled for June 22, 2026.
- Career & Educational Advisory Council (CEAC): The CEAC met on April 14, 2026, to assess its purpose, effectiveness, and strategic direction. Feedback from a member survey and discussion identified strong support for the council's mission along with opportunities for improvement.

  CEAC Strategic Priority Areas Identified:

1. Unified Messaging & Impact Reporting – Clearly defining CEAC's role, value, and outcomes
2. Sustaining and Funding Hands-On Career Discovery – Including Mind Trekkers, Educator Externships, and work-based learning
3. Data-Driven Workforce Forecasting & Evaluation – Positioning CEAC as a trusted regional data and planning resource

Challenges Identified:

- Limited business participation
- Need for clearer value proposition and communication
- Leadership capacity, including the need to identify a new CEAC Chair
- Stronger alignment with the Workforce Development Board

The CEAC expressed interest in deeper engagement with the Workforce Development Board, including periodic data presentations. The board reaffirmed that CEAC members are welcome to attend and present at Workforce Board meetings.

A request from a CEAC member for appointment to the Workforce Development Board was discussed. Following discussion, the Board determined not to move forward with the appointment in order to maintain the current Board structure and established practices. The Board encouraged continued engagement of CEAC members through existing participation and reporting channels.

A motion was made by Ryan Stern to not advance the appointment and to authorize CEO Brunell to communicate the Board's decision to the organization. The motion was seconded by Travis Cary and carried unanimously.

XII. Adjournment

The meeting adjourned at 2:06 PM Eastern Time.