MEETING MINUTES
Upper Peninsula Michigan Works! County Commissioner Board
Thursday, October 16, 2025, 11:00 a.m. ET

I. Call to Order, Mark Stauber, Chair

Board Chair Mark Stauber called the meeting to order at 11:00 a.m. ET.

II. Roll Call

Board members present:

1. Mark Stauber
2. Carl Nykanen
3. Mike Patrick
4. Randy Eckloff
5. Jeff Carlson
6. Craig Kent
7. Michael Yon
8. Joe Stevens
9. Gretchen Janssen
10. Dr. Patrick Johnson
11. Damon Lieurance

UP Michigan Works Staff Present:

Michelle Viau, CFO
Debb Brunell, CEO
Jim Messer, DTS
Amy Fleury, FM

III. Public Comment

None.

IV. Approval of Agenda

A motion to approve the October 16, 2025, agenda was made by Michael Yon, supported by Mike Patrick, motion passes.

V. Approval of Minutes

A motion to approve the Local Elected Official Board Meeting Minutes of September 17, 2025, was made by Joe Stevens, supported by Carl Nykanen, motion passes.

VI. Financial Report

A. Grant Status & Overview

CFO Viau presented an overview for the first three months of the fiscal year through September 30, 2025. Question asked regarding purpose of MICA SSELC grant and the ability to spend $500,000, which is 100% expended. The MICA SSELC is used for employer-lead collaboratives, pulling companies together through the OneUP Initiatives to identify common problems and come up with solutions. Event expenses and trainings are provided through this Grant. Carl Nykanen motioned to accept the

grant status & overview report, supported by Gretchen Janssen, all in favor, motion passes.

B. Line-Item Budget Report

CFO Viau reported on the overall budget for the year. 22% spent for the first quarter of the fiscal year. No delays or freezes in funding at this point so we're in a good position. Michael Yon motioned to accept the budget report, supported by Mike Patrick, all in favor, motion passes.

C. Voucher Review Report

Question asked on the purchase of vehicles (through the Talent & Growth Barrier Removal Initiative) regarding checks and balances around the participants being eligible to receive and remaining in employment status. Concern of participant working for a month then quitting but able to keep the car. Participant does not pay back or return the vehicle if they quit. Staff do their due diligence to confirm participant is committed and have what they need to be successful. The Talent & Growth Barrer Removal Initiative Grant of $330,000 is used only for vehicle purchases and repairs. Participants must be working to be eligible. Staff have a good relationship with their local dealerships to work through these purchases. We are required to do follow-ups with participants for a year and are part of the performance numbers that are reported back to the State and Federal Governments. A motion to approve the voucher review report was made by Dr. Patrick Johnson, supported by Jeff Carlson, and a roll call vote was done. The results of the roll call vote were all "yes," motion passes.

VII. New Business

A. Policy Issuance Motions for Approval

1. Policy Issuance # 25-25: Going PRO Talent Fund (Talent Fund) Program Administration Fiscal Year (FY) 2025 Cycle 2:
   Motion by Michael Yon, second by Dr. Patrick Johnson, all in favor, motion passes.

2. Policy Issuance # 25-26: MWA Apprenticeship Success Coordinators (ASCs) and MWA Registered Apprenticeship Program (RAP) Group Sponsor and Intermediary Functions:
   Motion by Joe Stevens, second by Carl Nykanen, all in favor, motion passes.

3. Policy Issuance # 25-28: Program Year (PY) 2025 National Farmworker Jobs Program (NFJP) Plan Instructions:
   Motion by Gretchen Janssen, support by Mike Patrick, motion passes.

B. 2026 LEO Board Meeting Proposed Schedule

Tuesday, February 10, 2026 @ 11:00 am at the Marquette American Job Center
Tuesday, May 12, 2026 @ 1:00 pm at the Escanaba American Job Center
Tuesday, August 11, 2026 @ 11:00 am at the Marquette American Job Center
October to be Announced – coincide with the UPACC Conference

A motion to approve the 2026 LEO Board Meeting Schedule was made by Dr. Patrick Johnson, supported by Mark Stauber, all in favor, motion passes.

VIII. Reports

A. CEO: Debb Brunell

CEO Brunell presented highlights including grant opportunities with InvestUP, the award of the Regional Innovation Project Grant, State of Michigan budget reductions, staffing changes since May 2025, Going Pro Talent Funding, and events. Copies of the CEO Report were provided to each Commissioner. The report included a breakdown of some State budget reductions. GoingPro Talent Fund is being cut by $23 million. Barrier Removal and Employment Services have been cut. Apprenticeship funding is also cut. Jobs for Michigan's Graduates is being reduced, but we have not been informed of what our reduction will be in that program. With these cuts and other factors, we may be closing another American Job Center in the near future. We have a good partnership with InvestUP and are looking to work more collaboratively on future grant opportunities. Business Service position is open in Dickinson and Iron counties. CEO provided a listing of activities and events she's been attending or has upcoming.

B. Board Chair

Board Chair, Mark Stauber addressed the cuts all the counties are facing.

IX. Communications

A. UPMW Impact Dashboard

CEO Brunell indicated the dashboard is being presented to show progress towards our goals. A request has been made to provide these reports broken down by County each time.

B. Goals Progress

CEO Brunell indicated it was provided to give a visual update on the progress of goals. A question was asked about the training provider list, as there is a need for EMS training, for example. There is a big shortage and a cost to train. How can they tap into this for training? Connection with the local Business Services Representative would be the first step.

X. Member updates

The board members gave updates on happenings in their counties.

XI. Next Meeting/Adjourn

February 10, 2026, at 11:00 am ET at the Marquette American Job Center

Motion to adjourn at 12:02 p.m. ET by Carl Nykanen and supported by Michael Yon, Motion passes.