

OAKLAND COUNTY WORKFORCE DEVELOPMENT BOARD MEETING
SEPTEMBER 23, 2025 - THE IROQUOIS CLUB
BLOOMFIELD HILLS, MICHIGAN

MEMBERS J. Becher, P. Boegner, C. Castiglione, D. Darbyshire, H. Flowers,
PRESENT: L. Graham, T. Hatfield, A. Kemp-Watkins, A. Lord, L. McCall,
(16) J. Petroskey, L. Royston, S. Shelby, B. Steeh, J. Steenbergh, and G. Wooten

MEMBERS S. Carlson, J. Harrington-Davis, J. Kerr, W. Thibodeau, C. Tribuzio,
ABSENT and D. Zaliwski
W/NOTICE:
(6)

STAFF: J. Llewellyn, K. Arnone, D. Lake, S. Rideout, J. St. Henry, and S. Wills

OTHERS: Teresa Brittentine - Oakland County Michigan Works! Pontiac
Sarah Hug - Oakland County Michigan Works! Waterford
Sherry Kless – Oakland County Michigan Works! Oak Park
Denise VanHee - Oakland County Michigan Works! Troy
Leena Zachariah - Oakland County Michigan Works! Southfield

The meeting was called to order at 8:03 a.m. by Chairperson David Darbyshire.

1. Welcome, Call to Order, and Introductions
David Darbyshire welcomed those present and thanked them for coming. Mr. Darbyshire asked the guests to introduce themselves.
2. ROLL CALL – Quorum Established
3. Previous Minutes
Motion by C. Castiglione, Supported by P. Boegner

RECOMMEND APPROVAL OF THE MINUTES FROM THE 7/29/25
WORKFORCE DEVELOPMENT BOARD MEETING, AS SUBMITTED.

Motion Carried by Unanimous Voice Vote.

4. Manager's Report
Jennifer Llewellyn updated the Board on the activities of the MWA and state and federal initiatives.

Ms. Llewellyn introduced Ashley Kemp-Watkins of Magna International as the Board's newest member.

Motions from the Executive Committee Meeting of 9/23/25:

5. The “Adult Student Attainment Building Opportunities that Lead to Degrees (BOLD)” Grant Agreement between the Michigan College Access Network (MCAN) and Oakland County: 8/15/25 – 8/14/26

Motion by H. Flowers, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE “ADULT STUDENT ATTAINMENT BUILDING OPPORTUNITIES THAT LEAD TO DEGREE (BOLD)” GRANT AGREEMENT BETWEEN THE GRANTOR, THE MICHIGAN COLLEGE ACCESS NETWORK (MCAN), AND THE GRANTEE, OAKLAND COUNTY, FOR THE PERIOD OF AUGUST 15, 2025 THROUGH AUGUST 14, 2026.

Motion Carried by Unanimous Voice Vote.

6. The “Adult Student Attainment FAFSA Frenzy” Grant Agreement between MCAN and Oakland County: 8/15/25 - 8/14/26

Motion by P. Boegner, Supported by B. Steeh

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE “ADULT STUDENT ATTAINMENT FAFSA FRENZY” GRANT AGREEMENT BETWEEN THE GRANTOR, THE MICHIGAN COLLEGE ACCESS NETWORK (MCAN), AND THE GRANTEE, OAKLAND COUNTY, FOR THE PERIOD OF AUGUST 15, 2025 THROUGH AUGUST 14, 2025.

Motion Carried by Unanimous Voice Vote.

7. The Oakland County Michigan Works! Agency’s (MWA’s) Program Year 2025 Workforce Innovation and Opportunity Act (WIOA) Infrastructure Funding Agreement (IFA) allocations

Motion by S. Shelby, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY’S (MWA’S) PROGRAM YEAR 2025 WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) INFRASTRUCTURE FUNDING AGREEMENT (IFA) ALLOCATION OF \$8,210 FROM THE JOBS FOR VETERANS STATE GRANTS (JVSG) PROGRAM; \$66,217 FROM THE UNEMPLOYMENT COMPENSATION (UC) PROGRAM; \$42,918 FROM THE VOCATIONAL REHABILITATION PROGRAM; AND \$1,424 FROM THE BUREAU OF SERVICES FOR BLIND PERSONS (BSBP).

Motion Carried by Unanimous Voice Vote.

Motions from the Executive Committee Meeting of 9/23/25:

8. Modification #6 to the Talent Transformation Component Sub-Award Contract between the Southeast Michigan Community Alliance (SEMCA) and the Oakland County MWA for 2/7/23 – 5/31/27

Motion by J. Becher, Supported by H. Flowers

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

- MODIFICATION #6 TO THE TALENT TRANSFORMATION COMPONENT PROJECT'S SUB-AWARD CONTRACT, FOR WHICH THE SOUTHEAST MICHIGAN COMMUNITY ALLIANCE (SEMCA) IS THE AWARING AGENCY AND THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY (MWA) IS THE SUBRECIPIENT, AND WHICH IS FUNDED FROM FEBRUARY 7, 2023 THROUGH MAY 31, 2027, AND FOR \$665,000 IN ECONOMIC ADJUSTMENT ASSISTANCE FUNDS, UNDER SECTIONS 209 AND 703 OF THE PUBLIC WORKS AND ECONOMIC DEVELOPMENT ACT OF 1965, AS AMENDED; AND
- THE CONTRACT'S MODIFIED BUDGET, FOR WHICH LINE ITEMS AND AMOUNTS ARE DELINEATED IN THE ATTACHED NARRATIVE.

Motion Carried by Unanimous Voice Vote.

9. A Modification to a Professional Services Agreement between the Michigan Works! Association and Oakland County Michigan Works! for October 1, 2023 through September 30, 2025

Motion by L. Graham, Supported by C. Castiglione

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE A MODIFICATION TO A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE MICHIGAN WORKS! ASSOCIATION AND OAKLAND COUNTY MICHIGAN WORKS!, FOR THE PERIOD OF OCTOBER 1, 2023 THROUGH SEPTEMBER 30, 2025.

Motion Carried by Unanimous Voice Vote.

10. The Oakland County MWA's Fiscal Year 2025 Cycle 2 Going Pro Talent Fund Allocation for 7/1/25 – 12/31/26

Motion by H. Flowers, Supported by B. Steeh

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD APPROVE:

- THE OAKLAND COUNTY MICHIGAN WORKS! AGENCY'S (MWA'S) FISCAL YEAR 2025 CYCLE 2 GOING PRO TALENT FUND ALLOCATION OF \$1,765,723, WHICH IS FOR THE PERIOD OF JULY 1, 2025 THROUGH DECEMBER 31, 2026; AND
- THE ATTACHED BUDGET INFORMAITON SUMMARY.

Motion Carried by Unanimous Voice Vote.

New Business:

14. An Appointment to the Oakland County Workforce Development Board’s Executive Committee for Program Year 2025

Motion by D. Darbyshire, Supported by P. Boegner

RECOMMEND THAT THE WORKFORCE DEVELOPMENT BOARD
RATIFY THE APPOINTMENT OF SHANELL SHELBY TO THE BOARD’S
PROGRAM YEAR 2025 (i.e., JULY 1, 2025 THROUGH JUNE 30, 2026)
EXECUTIVE COMMITTEE.

Motion Carried by Unanimous Voice Vote.

COMMUNICATIONS:

June 4, 2025 – Letter from FEV re: MI-STAIRS Apprenticeship Grant

August 13, 2025 – Letter from Maicol’s Technology Services re: Oakland County Michigan Works!
Pontiac

August 26, 2025 – Email from Ferris State University re: Oakland80

September 2, 2025 – Detroit Free Press Article “I’m a high school student who had my dream job this
summer”

September 16, 2025 – News Release “Employers Partner with Oakland County Michigan Works! to
Launch 51 Registered Apprenticeships Through MiSTAIRS Program”

Letter from M. Hatcher re: Oakland County Michigan Works! Pontiac

The above communications were reviewed and received and filed by the Board.

PUBLIC COMMENT:

There was no public comment during the meeting.

The meeting was adjourned at 9:20 a.m.

Foregoing minutes subject to approval.

Respectfully submitted:

Debbie Lake, Recording Secretary

Paula Boegner, Secretary