

**JOINT MEETING OF THE MICHIGAN WORKS! SOUTHEAST CONSORTIUM BOARD AND
MICHIGAN WORKS! SOUTHEAST WORKFORCE DEVELOPMENT BOARD
September 10th | Washtenaw American Job Center
1201 E. Ellsworth Rd, Ann Arbor Michigan 48108**

DRAFT MEETING MINUTES

1. **Call to order – Michigan Works! Southeast Consortium – Douglas “Doug” Ingles, Chair**
 - Doug Ingles called the meeting to order at 10:05am.

2. **Call to order – Michigan Works! Southeast Workforce Development Board – Richard “Rick” Currie, Chair**
 - Rick Currie called the meeting to order at 10:06am.

3. **Roll Call – Michigan Works! Southeast Consortium Board- Ashley Vandebusch**
 - Board members in attendance included:
 - Commissioner Ray Snell, Jackson County
 - Commissioner Caroline Sanders, Washtenaw County
 - Commissioner Jim Van Doren, Lenawee County
 - Commissioner Doug Ingles, Hillsdale County
 - Commissioner Kevin Collins, Hillsdale County
 - Commissioner Douglas Helzerman, Livingston County
 - Commissioner Shannon Beeman, Washtenaw County
 - Commissioner Terri Collins, Lenawee County
 - Commissioner Darius Williams, Jackson County
 - Commissioner Crystal Lyte, Washtenaw County

4. **Roll Call – Michigan Works! Southeast Workforce Development Board- Ashley Vandebusch**
 - Board Members in attendance Included:

- Rich Chang	- John Salyer
- Richard Currie	- Alternate Melissa Sheldon
- Sean Duval	- Hernando Flowers
- Molly Luempert-Coy	- Marcus James
- James Hogan	- Bill Rayl
- Tina Matz	- Brian Waite

- Tim Hutchins
- Alternate Toni Jordan
- Alternate Tim Robinson
- Lee Graham
- Muddasar Tawakkul
- Tim Hutchins
- Jamie Vandenburg
- Donald Germann
- Marifer Calleja-Barrett
- Deb Polich
- Ryan Tarrant

Other individuals in attendance:

- Shamar Herron, Executive Director, Michigan Works! Southeast
- Misty Shulters, Deputy Director, Michigan Works! Southeast
- Tim Pielack, Technology Specialist, Michigan Works! Southeast
- Kevin Hassenzahl, Network & Systems Administrator, Michigan Works! Southeast
- Johnny Epps, Service Center Manager, Michigan Works! Southeast Washtenaw County
- Angela Watkins, Service Center Manager, Michigan Works! Southeast Jackson County
- Sandy Vallance, Service Center Manager, Michigan Works! Southeast Hillsdale County
- Dawn Awrey, Service Center Manager, Michigan Works! Southeast Livingston County
- Ashley Vandebusch, Service Center Manager, Michigan Works! Southeast Lenawee County
- Chad Gibbs, Research & Education Manager, Michigan Works! Southeast
- Robin Aldrich, Technology Manager, Michigan Works! Southeast
- Lisa McAllister, Human Resources Manager, Michigan Works! Southeast
- Ryan Hunt, CEO for Michigan Works! Association
- Alex Gossich, DisAbility Network
- Ronald Cain, Contract and Policy Administrator, Michigan Works! Southeast

5. Introductions

- Time was given for introductions from both boards, MWSE staff & the public.

6. Call to the Public – Comm. Doug Ingles

- Commissioner Helzerman spoke during public comment.

7. Approval of the Agenda (Both boards)

- Williams motioned to adopt agenda for the Consortium board, Snell supported. Motion carried with no opposition.
- S. Duval motioned to adopt agenda for the WDB as presented. H. Flowers supported. Motion carried without opposition.

8. Approval of Minutes (Both Boards)

- R. Snell motioned to adopt the minutes of the January 15th, 2025, Consortium Board meeting as presented. K. Collins supported. Motion carried without opposition.
- M. James motioned to adopt the minutes of the January 8th, 2025, Workforce Development board meeting as presented. J. Hogan supported. Motion carried.

9. IWT Consent Agenda- WDB

- M. James motioned to approve consent agenda for the WDB as presented. H. Flowers supported. Motion carried with no opposition and with abstention from S. Duval. Consent Agenda included Attachment A list of PY 2025-26 Incumbent Worker training.

10. WDB Incumbent Worker Training for Consideration- all exceed \$15,000.00

- This item was skipped and was moved to review after item #14 on agenda.

11. Contracts signed by Board Chair

- Information was provided on contracts signed by Consortium Board Chair Ingles for Merit Network & Washtenaw Community College. No action to be taken.

12. Resolutions/ Consent Agenda- Consortium Board

A. CB Resolution 25-1

A RESOLUTION APPROVING GRANT FUNDS FOR REEMPLOYMENT SERVICES ELIGIBILITY ASSESSMENT (RESEA) IN THE AMOUNT OF \$330,056.00 FOR FISCAL YEAR 2026

B. CB Resolution 25-2

A RESOLUTION APPROVING GRANT FUNDS FOR AY2024 WIOA PY 2025 CRM IN THE AMOUNT OF \$6,131.00 FOR FISCAL YEAR 2026

C. CB Resolution 25-3

A RESOLUTION APPROVING GRANT FUNDS FOR AY2024 WIOA CAREER EXPLORATION EVENTS IN THE AMOUNT OF \$40,000.00 FOR FISCAL YEAR 2026

D. CB Resolution 25-4

A RESOLUTION APPROVING GRANT FUNDS FOR AY2024 WIOA HIGH CONCENTRATION YOUTH IN THE AMOUNT OF \$17,340.00 FOR FISCAL YEAR 2026

E. CB Resolution 25-5

A RESOLUTION APPROVING GRANT FUNDS FOR AY2025 WIOA ADULT, DW & YOUTH IN THE AMOUNT OF \$1,543,127.00 FOR FISCAL YEAR 2026

F. CB Resolution 25-6

A RESOLUTION APPROVING GRANT FUNDS FOR AY2025 WIOA & FISCAL YEAR 2025 GF/GP CAPACITY BUILDING IN THE AMOUNT OF \$90,771.00 FOR FISCAL YEAR 2026

G. CB Resolution 25-7

A RESOLUTION APPROVING GRANT FUNDS FOR AY2025 WAGNER-PEYSER & FY2025 P&I/ ES OPS IN THE AMOUNT OF \$1,602,375.00 FOR FISCAL YEAR 2026

H. CB Resolution 25-8

A RESOLUTION APPROVING GRANT FUNDS FOR GOING PRO TALENT FUND PROGRAM ADMINISTRATION IN THE AMOUNT OF \$424,249.00 FOR FISCAL YEAR 2025 CYCLE 2

- Commissioner T. Collins motioned to approve consent agenda as presented. Commissioner D. Helzerman supported. Motion carried with no opposition.

13. New Hire Pay Request- WDB

- J. Hogan motioned to approve request for Jackson PATH CA & Jackson AJC/Jackson College CA at starting pay above full market value. Polich supported. Motion carried with no opposition.

14. Committee Reports

- The WDB Executive Committee reported out via minutes in board packet & a brief oral report.
- The Operations Committee reported out via minutes in board packet & a brief oral report.

10. WDB IWT Approvals over \$15,000 for consideration

- B. Rayl motioned to approve the three incumbent Worker Trainings that exceeded the \$15,000.00 threshold for Executive Committee action alone. Tina Matz supported. Motion carried. No opposition.

A. WDB Resolution 25-1, A resolution approving Incumbent Worker Training funding for Beauchamp Water Treatment Solutions in the amount of \$22,500.00

B. WDB Resolution 25-2, A resolution approving Incumbent Worker Training funding for Gudel in the amount of \$21,385.00

C. WFB Resolution 25-3, A resolution approving Incumbent Worker Training funding for Lomar Machine & Tool in the amount of \$19,735.00

15. Presentations

- Ryan Hundt, CEO of The Michigan Works! Association presented to both boards
- Jim O'Donnell, Fiscal Manager for MWSE went over Budget & Fiscal statement review
- Shamar Herron, Executive Director for MWSE presented in closing

16. Call to public

- No individuals spoke during this opportunity for public comment

17. Adjournment

- Commissioner Helzerman motioned to adjourn the Consortium Board. Commissioner Sanders supported. Motion passed without opposition. Meeting adjourned at 12:17pm.
- J. Hogan motioned to adjourn the Workforce Development Board. L. Graham supported. Motion passed without opposition. Meeting adjourned at 12:17pm.

The next meeting of the Consortium Board will be held at the Washtenaw American Job Center on Wednesday, November 12, 2025, at 10:00 AM.

The next meeting of the Workforce Development Board will be held at the Washtenaw American Job Center on Wednesday, November 19, 2025, at 10:00 AM.