
**Workforce Development Board
Executive Committee Meeting Minutes
August 20, 2026 – Corrected**

CALL TO ORDER: Workforce Development Board Chair Brian O'Donnell called the meeting to order at 9:00 a.m. at the Michigan Works! Southwest Service Center, 200 W. Van Buren Street, Battle Creek, Michigan.

WDB Members Present:

Bobby Beauchamp (alt for Dr. Paul Watson)	Al Ives (PS)* Karen Marcath (PAA) Dave Maurer (PS)* Brian O'Donnell (PS)* Jose Orozco (CBO) David Pawloski (Labor)	David Prellwitz (Labor)
Jill Bland (Econ Dev)		
John Fiore (RA)		∇ Virtual
Randall Hazelbaker (PS)*		*Exec Committee
Jeff Heppler (PS)		

WDB Executive Members Absent

Darrin Adair (Educ)*
Frank Tecumseh (PS)*

Center for Workforce Innovation and Solutions / Michigan Works! Southwest Staff Present:

Jakki Bungart-Bibb	Amy Meyers
Debbie Horn	Amanda Rosenberg
Ashley Iovieno	Jennifer Teske

Guests Present:

Paige Daniels (KRESA)∇	Blaine Farr (WDI)
Mary Graniela (VOCES)	Amanda Sutherland (KRESA)

INTRODUCTIONS

All attendees introduced themselves and the entities they represent.

TRANSPARENCY & INTEGRITY OF WDB DECISIONS

Debbie Horn asked members present if there were any items on the agenda for which a conflict of interest exists, and if so, the conflict should be declared at this time.
There were none.

PUBLIC TIME

None

APPROVAL OF MINUTES (Exhibit A)

Motion made by Randall Hazelbaker and supported by Jose Orozco to approve the May 21, 2026, WDB Quarterly Meeting Minutes. Motion Carried.

DIALOGUE WITH SERVICE PROVIDER STAFF

Amy Meyers reminded the group that the updated bylaws include an annual presentation for each service provider at the WDB Executive Committee meeting, replacing separate monitoring and evaluation meetings. Ms. Meyers reported that Amanda Sutherland with KRESA will present on behalf of MWSW Youth Services,

and afterward Blaine Farr with the Workforce Development Institute (WDI) will present on behalf of the WIOA Adult and Dislocated Worker programs.

Ms. Sutherland provided an overview of the services offered to youth aged 14-24 within the four-county MWSW service area. Ms. Sutherland also reported on metrics for the period from July 1, 2025, to June 30, 2026, including outreach, impact, collaboration, and innovation efforts, as well as the priorities for the upcoming year. Ms. Sutherland answered a few questions regarding the areas and demographics served. A brief discussion took place regarding the financial literacy workshops and the changes that will be made for the next program year to encourage more engagement.

Mr. Farr delivered a presentation on behalf of the Adult and Dislocated Worker programs provided by WDI, which highlighted a variety of participant success stories. Each story describes how career coaching is integrated into service delivery, enabling job seekers with the skills to connect with employment opportunities within their interests, including a description of how workforce education and training resources were available to support this goal.

COMMITTEE REPORTS

None.

NEW BUSINESS

WDB Plans (*Exhibits D-J, and S*)

Amanda Rosenberg requested Board consideration and approval of the eight workforce development plans included in the agenda packet. Details for each plan were described in the corresponding Exhibit and are listed below:

- Appropriation Year (AY) 2025 Career Exploration and Experience Events (*Exhibit D*)
- Public Assistance Employment & Training (*Exhibit E*)
- Program Year (PY) 2026 Capacity Building and Professional Development (CBPD) (*Exhibit F*)
- Program Year (PY) 2026 High Concentrations of Workforce Innovation and Opportunity Act (WIOA) Eligible Youth (*Exhibit G*)
- Program Year (PY) 2026 Customer Relationship Management (CRM) (*Exhibit H*)
- Partners for Reentry Opportunities in Workforce Development (PROWD) & Michigan Citizens Reentry Initiative (MiCRI) Stage 3 Funding (*Exhibit I*)
- Program Year (PY) 2026 National Farmworker Jobs Program (NFJP) (*Exhibit J*)
- WIOA Regional & Local Plans (*Exhibit S*)

Motion made by Alan Ives and supported by Jose Orozco to approve the eight workforce development plans as presented. Motion carried.

WDB Plan Ratifications (*Exhibits K-L*)

Amanda Rosenberg requested Board consideration and approval of the two workforce development plan ratifications included in the agenda packet. Details for each plan were described in the corresponding Exhibit and are listed below:

- Program Year (PY) 2026 Workforce Innovation and Opportunity Act (WIOA) Adult, Youth, and Dislocated Worker (*Exhibit K*)
- Program Year (PY) 2026 Employment Service (ES) Operations – Wagner-Peyser (WP) (*Exhibit L*)

Motion made by Jose Orozco and supported by Alan Ives to approve the two plan ratifications as presented. Motion carried.

WDB Action Items (*Exhibits M-P2*)

Debbie Horn requested Board consideration and approval of the renewal appointments of the WDB non-private sector members that included Jill Bland, David Prellwitz, Jonathan Current, David Pawloski, Windy Rea, Dr. Paul Watson II, Bobby Beauchamp (alternate), Darrin Adair, Dustin Scharer (alternate), John Fiore, Rebecca Hill (alternate), Karen Marcath and Lisa Johansen, for another two-year term beginning October 1, 2026, and ending September 30, 2028; and consideration and approval of the appointment of Kurt Miller as an Alternate Executive Committee member for Alan Ives for the balance of a two year term that began October 1, 2025, and ends September 30, 2027, included in the agenda packet. Details were described in the corresponding Exhibits listed below that were included in the agenda packet:

- WDB Renewal Appointments – non-private sector (*Exhibit M*)
- WDB Alternate Appointment: Kurt Miller for Alan Ives (*Exhibit N*)

Amanda Rosenberg also requested Board consideration and approval of the two policies included in the agenda packet. Details for each policy were described in the corresponding Exhibit and are listed below:

- WDB Policy 6 R09 – Procurement & Property Management (*Exhibits O1-O2*)
- WDB Policy 32 R05 – Selective Service Registration (*Exhibits P1-P2*)

Motion made by Randall Hazelbaker and supported by Alan Ives to approve the WDB renewal appointments, the WDB alternate appointment, and the two WDB Policy revisions as presented. Motion carried.

WDB Action Item Ratifications (*Exhibits Q1-R2*)

Debbie Horn requested Board consideration and approval for the WDB Bylaws and Intergovernmental Agreement included in the agenda packet for the period beginning October 1, 2026 through September 30, 2028. A summary of the details is described in the corresponding exhibits below:

- WDB Bylaws (*Exhibits Q1-Q2*)
- Intergovernmental Agreement (*Exhibits R1-R2*)

Motion made by Jose Orozco and supported by David Pawloski to approve the WDB Bylaws and Intergovernmental Agreement for the period beginning October 1, 2026 through September 30, 2028, as presented. Motion carried.

WDB Announcements (*Exhibits T1-T2*)

Amanda Rosenberg announced the execution of an amendment to the Workforce Development Agreement, which is referred to as the County Contract. This agreement is renewed every two years with an annual modification, and Program Year 2026 is the modification year. The purpose of the agreement is to establish a relationship between The Upjohn Institute and Kalamazoo County for the program administration of the four-county Workforce Development System. A summary of the details is described in the corresponding exhibits.

Ms. Rosenberg also announced that, following the procurement schedule, a Request for Proposal (RFP) was released on Friday, July 10, to solicit Merit-Based Staffing contractors for the Trade Adjustment Assistance (TAA) Program. Proposals received were reviewed by a WDB RFP Review Committee as well as Administrative Staff from Michigan Works! Southwest. A determination of award for a proposal received by KRESA, which has held the Merit-Based Staffing agreement with MWSW since 2023. Prior to that, KRESA was the TAA Service Provider with over 15 years of experience. As a result of the award, a new contract will be processed beginning October 1, 2026.

STAFF REPORTS (*Exhibits U & W*)

Business Solutions - Ashley Iovieno reported that the Dashboard (*Exhibit U*) was included in the agenda packet and contains the updated numbers of employers served and services provided through June 2026. Ms. Iovieno also stated that in June 2026, unemployment rates for the four-county region ranged from 4.1% to 5.1%, which continues to show a very slight decrease compared to past numbers. The state unemployment rate is currently approximately 5 %, while the national rate is 4.2 %.

Ms. Iovieno also reported that the Going PRO Talent Fund (GPTF) section of the dashboard now reflects FY26 Cycle 2 awards. In addition to the GPTF awards, three Employer-Led Collaboratives (ELCs) were submitted, with one awarded for FY 2026. Miss Iovieno notified the group that due to the delay in announcing FY26 awards, those awards will reflect on a different year's schedule.

Additionally, Ms. Iovieno reported that since the last meeting, the 2027 budget was passed and the GPTF took another significant decrease from \$55 million two years ago, \$29 million last year, to \$14.5 million in 2027 for the entire state. This decrease will most likely reduce the 2027 year to only one cycle.

Ms. Iovieno reported that in October, two MiCareerQuest™ events are scheduled. Additionally, the Manufacturing Day event is scheduled to take place in Calhoun County. Ms. Iovieno encouraged participation in these upcoming events in any capacity. Ms. Iovieno invited the group to stay after the meeting for the apprenticeship wall reveal in tandem with the Race to Talent Event.

Operations - Amy Meyers reported that a final rule was published on the Wagner-Peyser (WP); the requirement that the WP services be provided by merit-based staff has been removed, allowing for the continued provision of direct services through Upjohn Institute Talent Solutions staff.

Ms. Meyers reported on monitoring outcomes received since the last meeting. The first item discussed was the Service Center Certification. Biannually, the state certifies that the service centers meet criteria set by state policy. Notice was received that service centers met the criteria and are certified for the calendar years 2025, 2026, and 2027. In addition, the Reemployment Services and Eligibility Assessment (RESEA) programmatic review was conducted by the state. A 70% pass rate was required, and MWSW received a 96% achievement, with 24 of 25 files that were pulled meeting all requirements. Data Validation, a requirement under WIOA and Wagner-Peyser programs, was completed internally using internal monitoring staff. MWSW received a 100% pass rate across all affected programs. Cycle II monitoring is completed annually by the state, and this cycle of monitoring reviews the service providers. The selected subrecipient for review was WDI, and two corrective actions were identified. The first corrective action was regarding cost allocation, with one of the specific issues being related to staff time sheets; the second corrective action was related to the procurement process, more specifically the lease of a copy machine, rental space leases, and contract staff. There was an opportunity to rectify the corrective actions; a response was submitted, and notice was received that the requirements were met and all necessary updates were completed for Cycle II. Lastly, MiCRI and PROWD were monitored by the state in July, including a file review. No official outcome letter had been received; however, based on the exit interview, no corrective actions are expected.

Ms. Meyers further reported that performance data included in the dashboard for WIOA and Wagner-Peyser programs reflects an end date of June 30, 2026. As noted in May, there continues to be concern that there may be reporting issues within the State's database affecting performance outcomes. If any updates or additional information become available, they will be reported to the WDB. Ms. Meyers also reported that the annual demographic outcomes are noted on the dashboard.

Directors Report

Ms. Bungart-Bibb reported that the state budget was signed on July 21, 2026. Following up on Ashley Iovieno's comments earlier in the meeting, Ms. Bungart-Bibb reported that GPTF is not an ongoing line item and received only one-time funding. It was also noted that Medicaid work requirements will be rolled out between October 2026 and January 2027; however, the details on how Michigan Works! will be involved are not clear at this time.

Ms. Bungart-Bibb also reported that Federally, Congress is working to pass a Continuing Resolution that will maintain federal operations into December 2026. Both Congress and the House have passed separate CR bills, one extending operations through December 4, and one extending it through December 11. The chambers will need to resolve the date differences along with other provisions within each of the CRs before deciding which one will become law. Additionally, the WIOA budget decreased by ten percent last year, and this year it decreased by another eight percent.

In conclusion, Ms. Bungart-Bibb announced that the September WDB meeting will be held at Glen Oaks Community College (GOCC) and encouraged full attendance. She announced that a special guest speaker, Director Corbin from the State of Michigan, will be presenting; additionally, there will be a presentation from GOCC. A reminder of the MWA Conference scheduled to be held in mid-September was also given, which will include recognizing the MWSW Shining Star Award recipient, and State Representative Julie Rogers will be presented with the Legislator of the Year award.

OLD BUSINESS

None.

PUBLIC TIME

~~None.~~ Jose Orozco noted the absence of Hispanic participants in the WIOA Youth demographic data. MWSW Admin staff clarified that this is only a single program and does not represent the broader multi-program demographics. Staff provided information on outreach efforts and offered to discuss strategies with Mr. Orozco immediately following the meeting.

MEMBERS' TIME

Jill Bland reported that the Michigan Economic Development Corporation's budget has experienced significant reductions. Despite these challenges, several regional projects remain in the pipeline, and efforts are underway to identify creative strategies to keep moving forward. These projects are focused on supporting companies in expansion and attracting new business to the region. Ms. Bland encouraged continued advocacy to support these efforts moving forward.

UPCOMING MEETINGS

- Full Workforce Development Board – Thursday, September 17, 2026 (9:00-10:30 am)
At Glen Oaks Community College, 62249 Shimmel Road, Centreville, MI 49032
- Executive Committee – Thursday, October 15, 2026 (9:00-10:30 am)
At the Michigan Works! Service Center, 1601 S. Burdick Street, Kalamazoo, MI 49001
- Career and Educational Advisory Council (CEAC) – Monday, September 14, 2026 (1:00-3:00 pm)
At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007
- Disability Awareness Resource Team (DART) – Tuesday, October 20, 2026 (2:00-3:30 pm)
At the Upjohn Institute, 300 S. Westnedge Ave, Kalamazoo, MI 49007

ADJOURNMENT

There being no additional reports or business for the Board, the meeting was adjourned at 10:23 a.m. by Brian O'Donnell.

Debbie Horn

Date

Brian O'Donnell

Date

APPROVED

These minutes were approved on _____