

*MEMORANDUM*

**Date:** March 16, 2010

**To:** Workforce Development & Chief Elected Officers Board

**From:** M.J. Bruns, Michigan Works!-CISD Workforce Development Team

**RE: RECOMMENDED APPOINTMENTS TO WDB & EAG AND WDB  
VACANCY**

The following page contains the recommended appointments for a Workforce Development Board alternate member and a member of the Education Advisory Group (EAG).

This report also includes the plan to fill the one current Private Sector Board vacancy, that of Paul Viar in Branch County.

**Exhibit C**

***ALTERNATE NOMINATION FOR THE WORKFORCE DEVELOPMENT BOARD & NOMINATION TO THE EAG***

**Summarized below is the information for an alternate appointment to the Workforce Board:**

<b>NAME AND TITLE</b>	<b>COMPANY NAME</b>	<b>SECTOR</b>	<b>SUMMARY QUALIFICATIONS</b>
<p><b><u>WDB Alternate</u></b></p> <p>Beth Denbrock (Recommended Second Alternate for Brion Ford)</p>	<p>DENSO Manufacturing Michigan, Inc.</p>	<p>Alternate- Private Sector/ Calhoun County</p>	<p>Beth is an Advanced HR Specialist and has been with DENSO for 16 years. She holds a Master’s Degree in Human Resource Development and a PHR Certification in 2009. Beth has experience in Employee Relations, Training &amp; Development and Contingent Labor. She is a partner with Crossroads Church &amp; Ministries.</p>

**Summarized below is the information for an appointment to the Education Advisory Group (EAG):**

<b>NAME</b>	<b>COMPANY NAME</b>	<b>SECTOR</b>	<b>SUMMARY OF QUALIFICATIONS</b>
<p><b><u>Education Advisory Group:</u></b></p> <p>Suzanne Devyak</p>	<p>Kellogg Company</p>	<p>Non-WDB Employer</p>	<p>Suzanne is Senior Director, Network and Technical Support at the Kellogg Company.</p>

**PLAN TO FILL WDB VACANCY**

The Board has one Private Sector opening in Branch County:

- Paul Viar – Branch County Private Sector

The following plan will be implemented for filling this vacancy by the May 2010 Board meeting.

**BARRY/BRANCH/CALHOUN  
WORKFORCE DEVELOPMENT BOARD  
PLAN TO REFILL VACANCY**

The steps that will be taken to refill vacancy:

ACTION	PERSON RESPONSIBLE	TIMEFRAME
Notify Membership Committee and Develop Nomination Letters to Solicit Nominations	M.J. Bruns	March 17, 2010
All Nominations Submitted to CISD	Nominating Agencies	April 23, 2010
Nominations sent to Membership Committee for Screening and Recommendations	Membership Committee	May 3, 2010
Recommendations made to Workforce Development Board and CEOB	Membership Committee	May 18, 2010
Signed Appointment Form sent to the Michigan Dept. of Energy, Labor & Economic Growth	M.J. Bruns	May 19, 2010

VACPLAN.DOC

NOTE: We are required to file this plan with the Michigan Dept. of Energy, Labor and Economic Growth to show how the current vacancies will be refilled. Also per Michigan Department of Energy, Labor and Economic Growth policy, a vacancy is supposed to be filled within 60 days.