

**NCI Works Executive Committee Meeting  
Via Electronic Means  
Tuesday, January 23, 2018  
5:30 p.m.**

**Illinois Valley Community College, Room C316  
815 N. Orlando Smith Avenue, Oglesby, IL**

**Business Employment Skills Team, Inc. Fiscal Office  
1680 S. Galena Avenue, Dixon, IL**

***Mission Statement***

*Northwest Central Illinois Works' mission is to work hand-in-hand with business, service, government, education and non-profit organizations to enable workers to work and businesses to compete.*

## **Agenda**

Call to Order (Linda Burt & Cary Robbins, Co-Chairs)

Roll Call

Approval of the March 21, 2017 Meeting Minutes (Enclosed) (Page 1) (Action Item)

Business Meeting

- Review & Approval of the PY 18 Youth Program Request for Proposal (Enclosed) (Page 4) (Pam Furlan) (Action Item)
- Review & Approval Revised NCI Works Procurement Policies (Enclosed) (Page 17) (Pam Furlan) (Action Item)
- Review & Approval of NCI Works Conflict of Interest Policy (Enclosed) (Page 27) (Pam Furlan) (Action Item)
- Review & Approval of One Stop Operator Request for Proposal (Enclosed) (Page 44) (Vanessa Hoffeditz) (Action Item)
- Review and Approval of the Financial Reports (October & November 2017) (Enclosed) (Page 73) (Pam Furlan) (Action Item)
- Review & Approval of Funding Transfer Request (Enclosed) (Page 79) (Pam Furlan) (Action Item)
- Review & Approval of the Revised BEST, Inc. Procurement Policies (Enclosed) (Page 84) (Pam Furlan) (Action Item)
- Approval of Computer Purchase Request (Enclosed) (Page 87) (Pam Furlan) (Action Item)

- Approval to Purchase Fire Proof Cabinets for BEST, Inc. Fiscal Office (Enclosed) (Page 88)  
(Pam Furlan) (*Action Item*)
- Approval to Apply for DCEO Grants (Innovative Workforce, Talent Pipeline & Potential Youth  
Projects) (Pam Furlan) (*Action Item*)

Other Business

Public Comments

Adjournment