

**NORTHWEST CENTRAL IL WORKS (NCI WORKS)  
MEETING MINUTES  
July 22, 2014**

The NCI Works Meeting was called to order by Co-Chair Linda Burt at 5:30 p.m. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
James Andreoni		X	Barbara Majeski		X
Dave Argubright		X	Jon Mandrell		X
Ed Bochniak		X	David Mennie		X
Mary Boogemans		X	Jean Millar	X	
Kathy Brady		X	Bill Norden		X
Linda Burt		X	Joe Panzica		X
Jim Carlson		X	Stacey Parr		X
Vicki Carlson	X		Mike Phalen	X	
Debbie Clausen	X		Tom Pigati		X
Dr. Jerry Corcoran		X	Kevin Reibel	X	
Nancy Curran	X		Cary Robbins	X	
Kathy Day	X		Jennifer Robbins	X	
Monte Flack	X		Marvin Schultz		X
Janet Graham		X	John Spencer		X
Tim Farraher	X		Betty Steinert	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Mark Szula		X
Dave Howell		X	Tricia Wagner	X	
Deana Jones		X	Gerald Waszkowiak	X	
Dr. Joe Kanosky	X		James Weed		X
Amy Liebing	X		DeAnna White		X
Kevin Lindeman		X	Theresa Wittenauer		X

**OTHERS PRESENT:** Pam Furlan & Jo Ann Johnson

Approval of Meeting Minutes

Jennifer Robbins motioned to approve the May 27, 2014 Meeting Minutes as submitted. Motion was seconded by Jean Millar and carried.

**New Business**

**Committee Reports**

## Business Liaison & Marketing

In the absence of Linda Burt, Jo Ann Johnson informed members that the Business Liaison & Marketing Committee met and discussed articles for the spring issue of the NCI Works newsletter. They also reviewed a redesign for the NCI Works website which will be launched soon. Jo Ann announced that the Employers Conference will be October 8<sup>th</sup> at the Mendota Civic Center in Mendota. She said that Dianna Schuler provided the committee members with an update on social media.

## Youth Council

Teresa Strum reported that the Youth Council met and learned about the LaSalle County Adult Redeploy project that is being offered to assist non-violent ex-offenders with job assistance. She said that BEST, Inc. will be providing soft skills as part of the grant. Teresa continued by saying that the Youth Council will begin providing the Career Preparation/Life Skills Program at the LaSalle Safe School in September. Youth Council members were also provided an update on the 2014 Youth Employment Program. Teresa informed members that updates for the PY 13 Youth Providers were shared with members and a detailed report is provided in the June 8, 2014 Youth Council Meeting Minutes. Lastly, Teresa said that the PY 2014 Youth Contracts have been negotiated with an effective date of July 1, 2014.

## One Stop Partner (Vanessa Hoffeditz)

Vanessa Hoffeditz informed members that the One Stop Partner met and discussed the PY 2014 Memorandum of Understanding (MOU). She said that IDES has requested that a statement be included that each LWIB/LWIA utilized [www.illinoisjoblink.com](http://www.illinoisjoblink.com) for their employer outreach tracking and job seeker/client job search activities and resume building. Vanessa said that some of the partners are already using their systems for these services and could not commit to including the statement in the MOU. She said that the One Stop Partner Committee will continue discussion regarding this statement at the next meeting.

Vanessa said that a Menu of Services brochure is being developed which outlines the services of each partnering agency at the NCI Works One Stop Centers.

Pam Furlan informed members that an Employer Forum will be held at each of the NCI Works One Stop Centers to coincide with Workforce Development Week. She said that the Employer Forum will be held on August 26 (Ottawa) and August 27 (Sterling) and will be open to the public.

Vanessa told members that the PY 2014 will be discussed and hopefully approved at the next One Stop Partner Committee meeting. With that being said, Vanessa asked members for their authorization for the One Stop Partner Committee to act on their behalf in approving the PY 2014. Debbie Clausen motioned to grant authority to the One Stop Partner Committee to act on behalf of the NCI Works in reviewing and approving the PY 2014 MOU. Motion was seconded by Tim Farraher and carried.

## Oversight

Gerald Waszkowiak reported that the Oversight Committee met prior to the NCI Works meeting and reviewed the 3<sup>rd</sup> and 4<sup>th</sup> Quarter Performance Report. Gerald reminded members that the 3<sup>rd</sup> Quarter Performance Report was tabled from the last meeting as clarification was needed for one of the measures. He told members that 5 performance measures exceeded the goals and 4 performance measures met the goals. Gerald recommended and motioned to approve the 3<sup>rd</sup> and 4<sup>th</sup> Quarter Performance Reports as presented. Motion was seconded by Mike Phalen and carried.

Gerald informed members that a Training Program Report was included with the meeting materials that provided the name of the training institution and the number of enrollees for each program. Pam commented that the Oversight Committee requested to review this information on a bi-annual basis. Vanessa stated that it would be helpful to have the contact information for the institution on the report.

## Southern Subcommittee of the Regional Workforce Partnership Board

Debbie Clausen told members that the Regional Workforce Partnership Board Southern Subcommittee met on June 18th. She said that a copy of the Meeting Minutes were provided to members under separate cover.

Debbie said that members discussed the Lee-Whiteside Just Hire One (JHO) event.

Next, the committee reviewed and suggested revisions to the Soft Skills Modules.

The main discussion at the meeting, Debbie said, centered on changing the image of manufacturing and how it can attract the future workforce to that industry. Pam told members that at the next subcommittee meetings discussions will include how to get students interested in manufacturing. She said that companies have indicated that they have openings but do not have qualified job seekers to fill the positions. Pam said that if any member would be interested in participating in this discussion they are encouraged to attend either of the subcommittee meetings scheduled for next month.

Gerald commented that the Wall Street Journal published an article about these challenges facing the manufacturing industry. He said the lack of job seekers for the manufacturing industry is a nationwide issue.

Pam informed members that the Lee/Whiteside Just Hire One event will be held on October 15 from 9:00 – 12:00 Noon. She said that although staff are focusing on Lee and Whiteside Counties any employer is welcome to participate.

Tim asked about having such an event in the Carroll County area as he is looking to hire between 30-35 people for his company. Pam stated that his company was welcome to participate in the Lee/Whiteside JHO program if they were interested. She said that she would make sure that he received the information.

Cary informed members that October is National Manufacturing month. He said that it is important to get the message out that manufacturing is coming back to the area. Cary said that he is part of a group working on such an effort. Debbie commented to tell students that manufacturing may not be your life-long career, but it could be your first great job. Cary stated that some positions are paying \$50,000 per year which is a good salary for students coming out of college. He continued by saying that the message about manufacturing needs to get to the parents. Members agreed. Tim said that some of the companies will pay for the education. Debbie noted that manufacturing companies also hire for positions in accounting, human resource, customer service, etc. Gerald stated that manufacturing is no longer a dirty job. Members then continued discussion on how to promote the manufacturing industry to potential employees and their parents. Cary closed the discussion by saying that Sauk Valley Community College received a grant and is able to put money towards some of the initiatives that will be occurring during October.

## **Other Business**

### Open Meeting Act Update

Pam announced that the Amendment to the Open Meetings Act has passed the House and Senate. She said that it has been given to the Governor for his signature.

### NCI Works Meeting Procedures

Pam told members that in preparation for the Amendment to the Open Meetings Act to become law, she provided them with a draft policy on meetings via electronic means for their consideration. She told members that the policy is patterned after the one that is used by the Library system. Referring to the document that was provided with the meeting materials, Pam provided members with an overview noting that the sections that were highlighted were the important sections. Pam told members that we will determine the equipment that will be needed as well as contacting community colleges and public/state offices about the use of their facility. Pam also mentioned that BEST, Inc. has offices in each of the counties that can be utilized for meetings.

Gerald Waszkowiak motioned to accept the Policy on Meetings via Electronic Means subject to the Governor's approval. Motion was seconded by Vanessa Hoffeditz and carried.

### No Place Like Home (NPLH) Update

Pam informed members that to date, the No Place Like Home webpage has received 16,786 hits. She told members that the NCI Works website has not been updated due to the conversion to the new website.

## North Central IL Logistics Council (NCILC) Update

Pam told members that the June NCILC meeting was cancelled as the speaker was not able to attend. She said that the NCILC will be meeting in the fall to discuss the fall series of programs.

## Other Business

Pam announced that the Workforce Investment Act (WIA) was reauthorized after 11 years. She said that the Workforce Innovation and Opportunity Act (WIOA) will replace the WIA program effective July 1, 2015. Pam said she will keep members updated.

## Public Comments

None

## Adjournment

With there being no further business, Jennifer Robbins motioned to adjourn. Motion was carried. Meeting adjourned at 6:14 p.m.

Jo Ann Johnson

Approved by:

Mary Boogemans  
NCI Works Secretary