

**Northwest Central IL Works (NCI Works) Meeting**  
**Tuesday, September 22, 2020**  
**5:30 p.m.**

## **AGENDA**

**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/84775520774>**  
**Meeting ID: 847 7552 0774**  
**Dial by your location**  
**+1 312 626 6799 US (Chicago)**

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Call to Order (Linda Burt / Cary Robbins)

Roll Call

Chair Comments

**Consent Agenda** (*Action Item*):

*Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.*

- NCI Works (May 26, 2020 Meeting Minutes) (Page 1)
- NCI Works Executive Committee (July 28, 2020 Meeting Minutes) (Page 8)
  - Approval of the April & May 2020 Financial Reports
  - Approval of the Medical Billing and Coding (Online Career Training) Certified Professional Coder CPC Programs at IL Valley Community College
  - Approval of the Pharmacy Technician (Online Career Training) Program at IL Valley Community College
  - Appointment of Carrie Folken & Dianna Schuler to the Illinois Workforce Partnership
  - Approval of Regional & Local Plan Revisions
  - Approval of the PY 19 Grant Modification
  - Approval of the PY 20 Grant
  - Approval of the Certification of the One Stop Center in Ottawa
  - Approval of the Work Based Learning Work Experience & Job Shadowing Policy
  - Approval of the Adult & Dislocated Worker & Transitional Jobs Policy
  - Approval of the Incumbent Worker Policy
- Business Liaison & Marketing Committee (August 5, 2020 Meeting Minutes) (Page 14)
- Youth Committee (August 11, 2020 Meeting Minutes) (Page 16)

☐ Targeted Population Committee (August 19, 2020 Meeting Minutes) (Page 20)

## **Business Meeting**

### Oversight Committee (Gerald Waszkowiak)

- Review and Approval of the Financial Reports June & July 2020 (Page 23) (Action Item)
- Review & Approval of 4<sup>th</sup> Quarter Report (Action Item) (Page 31)
- Review of the Partner Report (Action Item) (Page 32)
- Approval to add Castor Health Institute & their Certified Nurse Aide Training Program to Eligible Training Provider List (Page 33) (Action Item)
- Approval of the Agriculture Production Technology Program at Sauk Valley Community College (Page 36) (Action Item)
- Approval of the Agriculture Business Program at Sauk Valley Community College (Page 39) (Action Item)
- Approval to Recertify Training Programs from Sauk Valley Community College (Page 42) (Action Item)

## **Other Business**

- Approval of Trade Grant Application (19-661004) (Annette Pace) (Action Item)

Requesting approval to submit the Trade Grant Application that will be effective October 1, 2020. Also request approval to submit future modifications that increase Trade funding through September 30, 2021.

- Opioid Grant Update (See Report from Kerri Hicks below)

The Opioid Dislocated Worker Grant currently has 8 impacted participants enrolled into a Paid Work Experience throughout the 8 County Territory. We have 4 referrals that I am working with on their eligibility into the Program. Matt Howze - Job Coach for the Northern Territory has been working closely with those that have been impacted by the Opioid Crisis and securing 2<sup>nd</sup> Chance Employers. Matt will also be meeting within the next couple of weeks the contacts he has made in Law Enforcement within the JoDaviess and Carroll Counties. Kim Dahl, our Education Coordinator, has been a tremendous help in providing Case Management with those that are in Paid Work Experience in LaSalle County. Our partnership with Perfectly Flawed, has not only provided a temporary position for our Education Coordinator but also provided a Paid Work Experience for 1 of our impacted Participants, who has also been our latest Success Story in LaSalle County. This Participant has overcome some many barriers in her life and is a perfect addition at Perfectly Flawed as their Peer Support Specialist. We are currently having conversations with Perfectly Flawed in hopes that we can turn that position into an OJT and then

they can absorb her by mid-May/June. Kelly Diehl the Behavioral Health Nurse we have placed at Sinnissippi Center has been able to provide a couple of referrals and working with them on their eligibility as well. Kelly is also working with Dianna on a Podcast that will discuss breaking the Stigma of addiction while Job Searching. I have also been able to secure Transportation services with LOTS and NCAT for a few of our clients that have this as one of their barriers. I am still working on getting an agreement with the Whiteside County Transportation Department. I attend the Bi-Weekly Opioid Webinars with DCEO and the other LWIA's that have been awarded this Grant, our numbers are pretty consistent with the majority of other highly populated LWIA's, some of the other LWIA's have not even been able to start due to COVID.

- Apprenticeship Expansion Grant Update (See report from Dianna Schuler below)

The Apprenticeship Expansion Grant has finally gotten off the ground. In July we made an offer to Nikelle Tellier for the position of the Apprenticeship Navigator and she began in mid-August. Since she started she has completed the available training provided by DCEO, of which there is much more to come, and an Apprenticeship 101 training provided by Ronda Kliman from the US DOL Office of Apprenticeship Programs.

If you recall from previous reports this grant was designed to bring onboard a dedicated navigator that would work with our local workforce area as well as that of our neighboring area in the Quad Cities for a regional approach. We have had a joint meeting with that workforce area along with our other partners: the Business Training Office at IVCC, Kris Noble from the Sauk Valley Area Chamber of Commerce, Emily Legel from Northwest Illinois Economic Development and Ronda from DOL to get everyone on the same page with the intent of the grant.

The role of the navigator is to coordinate outreach amongst the partners listed above and to serve as the main point of contact for our region with DCEO in this expansion effort. Our targeted goals are the addition of 5 new programs across the 11 counties being served, the expansion of 3 existing programs, and the addition of 20 new apprentices by the end of the grant period which is December 2021.

To reach our stated goals, each partner will be conducting outreach to area businesses across all industry sectors to inform them of the benefits of incorporating an apprenticeship model in their workforce training efforts. While we have only just began this outreach in earnest the beginning of September, there was a great deal of training to be completed first, we've already presented to the IVCC Chief Manufacturing Executives' group and have had a follow up meeting with LW Schneider who appears to be very interested in developing a CNC program. In fact, LW Schneider would be interested in NCI Works considering to be the sponsor/intermediary that holds the set of standards. Those standards would be based on the CNC curriculum at IVCC and LW Schneider would be a participating employer the way St. Margaret's is for the CMA Apprenticeship that NCI Works currently administers. Furthermore, a save the date has been sent out to the area chambers and economic developers asking them to join us for a presentation on September 29th. It is our hope that these entities would assist us with contact to the business community once we bring them up to speed on the vast number and variety of apprenticeship programs and covered occupations.

Nikelle and I will keep the board apprised of developments as they unfold.

- Update on the 1E Small Business Grant (Dianna Schuler)

1E money was available to assist with businesses with Layoff Aversion due to the COVID crisis. Information was shared with local businesses and BEST, Inc./LWIA #4 submitted 28 applications to DCEO on behalf of area companies. 20 businesses were awarded with grant funds; 1 business declined the grant after being approved and 3 business are in the process of being reimbursed. The breakout per county is listed below. No company/ organization applied for the grant opportunity.

<b>County</b>	<b>Number of Businesses that Received Grant Funds for Layoff Aversion</b>	<b>Total amount provided to these companies</b>
Bureau	1	\$ 7,373.00
Carroll	3	\$ 54,496
Jo Daviess	2	\$ 18,513.02
LaSalle	6	\$ 101,015.00
Ogle	2	\$ 18,222.00
Whiteside	4	\$ 74,610.00

- DCEO Monitoring Update (Page 43) (Carrie Folken / Annette Pace)
- Success Stories (Page 44) (Carrie Folken) - FYI
- NCI Works Meeting Survey & Next Meeting Date (Carrie Folken)

We received 24 out of 37 completed surveys of times and dates for NCI Works meetings -- here are the top 4

- First Monday of the odd months before 2 -- 11
- Second Monday of the odd months before 2 -- 11
- Second Monday of the odd months before 5 --10
- First Monday of the odd months before 5 --9
- Keep it the way it is ----7

The reason we conducted this is because we are having such a hard time trying to come up with a majority to conduct business. With a 38 member board, 20 would have to be present for an electronic meeting (a quorum) and 11 for an in person meeting (majority of a quorum). Although 20 didn't respond to one specific time, we are seeing more able to commit to the early hours as well as earlier in the month.

Public Comments / Recognition of Guests

Adjournment