

**NCI Works
Meeting Minutes
November 19, 2019**

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

Name	Present Illinois Valley Community College	Present Sauk Valley Community College	Present Highland Community College	Absent
James Andreoni	X			
Dave Argubright				X
Ed Bochniak				X
Mary Boogemans				X
Linda Burt	X			
Debbie Clausen				X
Dr. Jerry Corcoran	X			
Marcia Derrer				X
Sara Escatel				X
Dan Fitzgerald				X
Carrie Folken	X			
Randy Freeman				X
Janet Graham				X
Jill Guynn				X
Patty Head		X		
Linda Hessenberger	X			
Vanessa Hoffeditz				X
Deana Jones				X
James Knauf				X
Rhonda Krueger				X
Rob Lentz				X
Kevin Lindeman				X
Terry McGuire		X		
Kris Noble		X		
Andy Mills				X
Dan Payette			X	
Tom Pigati				X
Kevin Reibel				X
Cary Robbins		X		
Len Saunders		X		
John Spencer	X			
Amy Soltis Strawn	X			
Teresa Strum		X		
Patty Vladika				X
Gerald Waszkowiak	X			
DeAnne White				X
Robert White				X
Justin Wiggins				X

Marcie Wiley				X
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OTHERS PRESENT (IVCC): Dianna Schuler

OTHERS PRESENT (SVCC): Pam Furlan, Jo Ann Johnson, Annette Pace

Chair Comments

Introduction of New Members

Linda noted that Pam introduced Terry McGuire and Len Saunders during Roll Call.

Local Business Climate

Linda (Burt) started the discussion with updating the members of what is happening at St. Margaret's Health. She said that there is uncertainty and consolidation/mergers/affiliations not just locally but nationally. Linda said that the healthcare system is under a great deal of financial pressure from all payers.

John Spencer informed members that LaSalle County Broadcasting was recently purchased by Starved Rock Media. He said that the radio stations will remain locally owned and operated.

Jim Andreoni told members that he represents the City of Oglesby and they are experiencing expansions with commercial development.

Dr. Corcoran stated that IVCC's retention rate continues to get better.

Linda complimented Dianna and Dr. Corcoran on the new CMA Apprenticeship Program that was just signed.

Teresa echoed Linda Burt's comments regarding healthcare and said that it seems that more and more hospitals are being absorbed by larger facilities. She said that at this time, KSB Hospital is doing fine.

Patty informed members that manufacturing is moving along and her company expects to get busier in 2020.

Len told members that the trades industry is doing well.

Terry said that business at Halo is going good. He said that the business challenge is finding qualified employees and housing.

Kris said that there is a lot of concern for smaller employers regarding the cannabis law that will become effective January 1. She told members that since the Chamber is an advocate for businesses, she is trying to help them. Kris also said that the Chamber's Workforce Council has invited stakeholders to a meeting in December to start addressing a career path for finance/accounting.

Dan Payette re-emphasized that housing appears to be an issue in the attraction/retention of workers. He said that two project Blackhawk Regional Council is supporting would address this, including a six-county (BHRC region) housing study.

Consent Agenda

Linda informed members that the Consent Agenda was included with the meeting materials. She told members that the NCI Works Meeting Minutes of September 24, 2019 needs to be removed from the Consent Agenda for a revision. It was moved by Carrie Folken and seconded by Jim Andreoni to approve the Consent Agenda as presented. Motion carried.

The following items were approved in the Consent Agenda:

- Business Liaison & Marketing Committee Report - October 4, 2019 Meeting
- Targeted Population Committee/Workgroup Report - October 16, 2019 Meeting

Linda informed members that a correction to the September 24, 2019 NCI Works Meeting Minutes was identified on Page 2 as follows: “Mr. Buser started by saying that although Walmart DC in Sterling currently employs 750 individuals they are currently short about 100 individuals. Their biggest need, he said, is order fillers. This position, Mr. Buser told members is for individuals who are willing to work. It does not require a technical skill set as much as a work ethic. He told members that Walmart DC needs employees who are there every day. Mr. Buser stated that it is hard work and requires you to lift 2000 – 3000 cases a day weighing 15 to 65 pounds average. Starting salary, he said is \$17.00 plus benefits. At this time, Mr. Buser said that all shifts and days are open. In regards to management level positions, Mr. Buser told members they are looking for individuals to look at the processes and change the way that things have been done. He continued by saying that the current staff of leaders are those who started as an hourly wage earner and worked themselves up the ladder. Mr. Buser commented that he started as an hour individual 30 years ago and worked himself up to management. In terms of looking at the processes, Mr. Buser told members that Greg Smith who came from Goodyear, is now in charge of supply chain. Mr. Buser said that it is a new skill set that Walmart is trying to learn and integrate into their industry, so they needed to go external to find the talent. DeAnne asked Mr. Buser if they would be hiring a seasonal workforce. Mr. Buser responded that they will not be hiring a seasonal workforce this year. Dan Payette asked if there was a role for temporary or part-time workers at Walmart DC. He stated that there is a need for part-time ~~workers~~ positions. Mr. Buser stated that currently high school students do not work in the building. However, Walmart does offer college students the opportunity to earn credits towards their education.” Dr. Jerry Corcoran motioned to approve the September 24, 2019 Meeting Minutes as corrected. Motion was seconded by John Spencer and carried.

Reports

Oversight Committee

Gerald informed members that the Oversight Committee met prior to the NCI Works meeting and reviewed several items. He told members that the Committee reviewed the Financial Reports for August & September 2019 and noted that the negative balance on the Projected Balance column would be rectified when the transfer of \$550,000 from the Dislocated Workers Grant to the Adult Grant is completed. Gerald told members that the committee reviewed the 2nd Quarter Performance Report and found it to be satisfactory. In reviewing the Partner Report, Gerald told members that the Unemployment Number for the Sterling office should be reported as 1,393 and not 1,576 as indicated on the report included with the meeting materials. Gerald informed members that the committee is recommending to accept the work plan, cost and budget proposal submitted from Workforce Enterprise Services, Inc. (WES) at a cost of \$5,200 for the negotiation of the 2020 One Stop infrastructure and

local delivery costs. He also said that the committee is recommending to appoint Pam Furlan as the Lead Negotiator (or convener) and Annette Pace as the Budget Negotiator for the PY 20 Memorandum of Understanding (MOU). Gerald motioned to approve all actions recommended by the Oversight Committee. Motion was seconded by Dr. Jerry Corcoran and carried.

Other Business

Election of Officers

Linda (Burt) informed members that the Business Liaison & Marketing Committee met and presented the following Slate of Officers:

Cary Robbins / Linda Burt	Co-Chairs
Amy Soltis-Strawn	Vice-Chair
Patty Head	Secretary

Jim Andreoni motioned to approve the Slate of Officers as presented. Motion was seconded by Dr. Jerry Corcoran and carried.

Review and Approval of Memorandum of Understanding Revisions

Pam referred members to the copy of the Memorandum of Understanding (MOU) that was included with the meeting materials. She said that some technical changes needed to be made and pointed those out for members. Pam told members that these corrections were submitted to DCEO for their review and she was notified that they were acceptable but needs formal approval. Linda Hessenberger motioned to approve the revisions to the MOU as presented. Motion was seconded by Gerald Waszkowiak and carried.

Approval to transfer up to \$550,000 from the Dislocated Workers Grant to the Adult Grant

Annette Pace requested a modification to transfer \$550,000 from the Dislocated Worker cost category to the Adult cost category. She told members that this transfer is needed due to the large volume of Adult enrollments and also to expend 80% of funding for both cost categories. Annette said that staff have requested similar transfers in the two previous program years to expend Dislocated Worker funding rather than return it to the State. Teresa asked if there was a limit as to how much money can be transferred. Annette responded that you can transfer 50% of the total grant amount. Pam stated that is the State's maximum, but the law does allow local areas to transfer 100% with state approval. Teresa Strum motioned to approve the transfer of up to \$550,000 from the Dislocated Workers Grant to the Adult Grant. Motion was seconded by Dan Payette and carried.

Approval to establish a Trade Grant

Annette informed members that approval is needed to establish a Trade Grant for the period of October 1, 2019 – September 30, 2020. Annette told members that currently there is only one customer enrolled in Trade, however, due to the number of closures in the area we are expecting to modify this grant to allow for additional customers. Pam state Honeywell will also be a Trade event. John Spencer motioned to approve the establishment of a Trade Grant for the period of October 1, 2019 – September 30, 2020. Motion was seconded by Jim Andreoni and carried.

Update on 1E Grant

Annette informed members that BEST, Inc. received confirmation from DCEO that the 1E Grant was approved. She said that the initial grant is for \$400,000 and we will be able to be modified up to \$703,000. Annette said that the 1E Grant also includes Trade Case Management funds. Pam explained that a 1E Grant is an Emergency Grant that is available if a local workforce area does not have any of their formula grant money to use for dislocated workers.

Kris asked how the 1E Grant funds are available for individuals looking for jobs. Pam replied by saying that we have had hiring events for many of the companies that have announced layoffs and/or closings. She said that many individuals inquire about retraining opportunities to increase their skills. Another opportunity we have for these individuals, Pam said, is that we have onsite workshops that we can assist with resumes and opportunities to look for a job. Discussion was held regarding the lack of attendance at some of the recent hiring events. Pam commented that all we can do is offer individuals the opportunity to attend one of the events hosted by BEST, Inc., IDES, etc. but we cannot force them to attend. Dianna stated that some of the recent layoffs like Mennie's Machine and Covia, staff were notified after the event so it is difficult to find these individuals unless they come into one of the offices and self-identify themselves as a recent dislocated worker from one of the businesses. Jim asked Dianna about retraining individuals being laid off from the Hennepin Power Plant. She replied that those individuals are highly paid and skilled. Some are taking transfers to other locations, some are retiring and some have already found other jobs. Each one of the layoffs that we have been experiencing, Dianna said, has a unique set of dynamics than what we have seen in the past.

Opioid Grant Update

Pam reported that BEST, Inc. received a letter of commitment from the State regarding the Opioid Grant. She said that meetings have been set up with Perfectly Flawed and Sinnissippi to move forward on implementing the grant. Pam said that 2 Job Coaches will be hired to work with employers and providing education and awareness to employers for hiring individuals in the recovery process at a later date. Pam told members that BEST, Inc. has hired Kerri Hicks as the Project Coordinator. She noted that Kerri will start working with communities to set up referral and provider networks for individuals who need services. Pam told members that Kerri will cover all 8-counties and will attend community meetings to let everyone know what our implementation plan. The other thing, Kerri will do, Pam said is to manage the website and keep it up dated with general information as well as updates for the business and customer communities.

Apprenticeship Expansion Grant Update

Pam informed members that BEST, Inc. will be applying for an Apprenticeship Expansion Grant for a Navigator position. She said that the Navigator will recruit employers that are interested in developing and/or expanding current apprenticeships. Pam said that this will be a regional grant and will include Local Workforce Area #13 that includes Rock Island, Mercer and Henry Counties. Pam told members that BEST, Inc. intends to subcontract with entities such as community colleges and chambers of commerce to be an extension of the Navigator and provide outreach to local businesses. The grant, Pam said, is due to DCEO on December 2. She said that she has requested Letter of Support from entities and hopes to get those shortly.

Success Stories

Pam said that success stories were included with the meeting materials and encouraged members to read them.

NCI Works Recertification Process Update

Pam informed members that she received confirmation from DCEO that NCI Works has been recertified by the Governor.

Conflict of Interest

Pam asked members to read the NCI Works Conflict of Interest Statement and complete the form that was included with the meeting materials. She asked members to return the form to Jo Ann.

NCI Works Committee Summary

It was noted that the NCI Works Committee Summary was included as information only. However, members were asked to be sure to sign up for at least one committee if they are not on any currently.

Next Meeting

Pam informed members that the Executive Committee will be meeting, in lieu of NCI Works, on January 28, 2020 at 5:30 p.m. She said that the Executive Committee will be reviewing and approving PY 20 Regional/Local Plans as well as the MOU. The next NCI Works meeting is scheduled for March 24, 2020.

Public Comments / Recognition of Guests

None

Adjournment

With there being no further business, there was motioned to adjourn. Motion was seconded by Jim Andreoni and carried. Meeting adjourned at 6:26 p.m.

Jo Ann Johnson

Approved by:



Patty Head
Secretary