

**NCI Works
Meeting Minutes
September 24, 2019**

The NCI Works Meeting was called to order at 5:30 p.m. by acting Co-Chair Teresa Strum. DeAnne White also agreed to serve as Co-Chair.

Name	Present Illinois Valley Community College	Present Sauk Valley Community College	Absent
James Andreoni	X		
Dave Argubright			X
Ed Bochniak			X
Mary Boogemans	X		
Linda Burt			X
Fidencio Campos			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
Barbara Majeski			X
Kris Noble			X
Andy Mills			X
Dan Payette		X	
Tom Pigati			X
Kevin Reibel			X
Cary Robbins			X
John Spencer			X
Amy 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, Bill Darrow

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

Chair Comments

None

Logistics Panel Discussion

Teresa introduced the Logistics panel to members and asked Lance Buser with Walmart DC to begin the presentation.

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. 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.

Bill Darrow followed by providing members with an overview of USFoods in Streator, IL. Mr. Darrow informed members that USFoods used to sell products to Streator area businesses but throughout the years they have expanded to include multiple states. He told members that drivers at USFoods are members of the Teamsters Union and they do not have any problem recruiting people who want to work with their company. He said that the job offers great pay and benefits. Mr. Darrow said that the job can be brutal because drivers are working in below zero weather, repetition lifting of between 35-50 pounds and sometimes as high as 100 pounds. Most of the drivers start very early in the morning and are home during the evening hours. USFoods, Mr. Darrow said, also employ sales people that go out to locally independent restaurants. Mr. Darrow told members that USFoods is a great place for long term career opportunities. He continued by saying that Streator is a great place to live and USFoods offers advancement opportunities for current employees. In regards to starting salary for drivers, Mr. Darrow said that they start out at about \$22.50/hour and after one year increase. These positions, he said are full time with good benefits and an opportunity to buy company stock. Mr. Darrow told members that USFoods has employees that live in Champaign, Rockford, Peoria, Springfield, as well as the locally

surrounding cities. When asked how USFoods recruit for certain positions, Mr. Darrow responded that some positions are targeted but normally emails are sent to individuals and organizations such as BEST, Inc. and IDES to recruit for positions. Dan Fitzgerald asked if USFoods hires individuals with disabilities. Mr. Darrow stated that there are employment opportunities for individuals with disabilities and they have been hired in the past.

Mary Boogemans with Advantage Logistics (SuperValu) informed members that they recently merged with UNFI (United Natural Foods Incorporated). She told members that UNFI is an organic wholesale food and meat distributor of bulk food and products. Mary told members that Advantage Logistics is a 3000 square foot warehouse that employs 165 non-union individuals. She stated that employees do individual picks and place the products in totes and then prepare them for shipment to one of the 24 warehouses. Mary said that they distribute general merchandise such as paper plates, dish towels, Q-tips, etc. Of the total workforce, Mary said that 52% are women. She stated that Advantage Logistics is a great place for women to work because they have a part-time crew they call the "mommy shift". This allows the women to work flex hours to accommodate their children's school and activities schedule for 3 days a week. One third of the workforce, Mary said is part-time. Currently Advantage Logistics employs between 90-95 full time staff. At this time, Mary told member Advantage Logistics is looking to Lead Associates and Managers. In regards to salary, Mary told members that an entry level order selector will start out between \$15.00-\$20.00/hour. Lifting is required of the selector position but it is limited to about 35 pounds.

Pam commented that BEST, Inc. enrolls students in truck driving and asked if the panel members had any difficulty in finding truck drivers. Bill Darrow commented that he is seeing fewer applications for truck drivers but his drivers help recruit other drivers. Mary said that Advantage Logistics use third-party companies to do the transporting. Lance Buser said that Walmart DC in Sterling have a private fleet of 30 trucks and if they need additional assistance they get them from the Walmart DC in Spring Valley. Lance also said that they use third-party companies if needed. Lance told members that the standards are high for drivers but people keep applying if they do not have a clean record.

Pam asked if the panel members had any issues with background checks for potential employees. Bill Darrow said that as long as the potential employees can pass the Corporate Background check they can be hired. Mary also stated that as long as the potential employees can pass the Corporate Background check they can be hired, although she did say that sometimes some get through. Members and panel members briefly addressed the Marijuana law that will become effective January 1, 2020.

Teresa thanked all three presenters for providing valuable information on the logistics industry.

Consent Agenda

Teresa informed members that the Consent Agenda was included with the meeting materials. She told members that anyone can remove an item from the Consent Agenda list upon request for discussion. Teresa said that each of the Committee Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. It was moved by Randy Freeman and seconded by Jim Andreoni to approve the Consent Agenda as presented. Motion carried.

The following items were approved in the Consent Agenda:

- NCI Works (July 23, 2019 Meeting Minutes)
- Employer Engagement Committee (August 6, 2019 Meeting Report)
- Business Liaison & Marketing Committee (August 7, 2019 Meeting Report)

- Targeted Population Committee/Workgroup (August 21, 2019 Meeting Report)

Reports

Oversight Committee

Gerald Waszkowiak informed members that the Oversight Committee did not meet prior to the NCI Works meeting due to a lack of a quorum. Therefore, Gerald continued by presenting the information to the full membership.

Review and Approval of the Financial Reports June & July 2019

Gerald informed members that he reviewed the June and July 2019 Financial Reports that were included with the meeting materials and did not find any discrepancies. Copies of a revised WIB Budget was disseminated to members. It was noted that the budget was not included with the meeting packets that were sent to members prior to the meeting. Gerald motioned to approve the June and July 2019 Financial Reports. Motion was seconded by Randy Freeman and carried.

Review & Approval of 1st Quarter Performance Report

Gerald referred members to the 1st Quarter Performance Report that was included with the meeting materials. Gerald motioned to approve the 1st Quarter Performance Report. Motion was seconded by Dan Payette and carried.

Review of the Partner Referral Report

Gerald informed members that a copy of the Program Year 2018 Partner Referral Report was included with the meeting materials. Gerald motioned to approve the Partner Referral Report as submitted. Motion was seconded by DeAnne White and carried.

Customer Feedback from One Stop Operators

Gerald noted that copies of the Customer Feedback cards from the One Stop Operators were included with the meeting materials. He noted that all comments appear to be positive and nature/

Approval to add the following Programs from IL Valley Community College to the State of IL Eligible Training Provider List

Gerald informed members that three program were submitted from IL Valley Community College to include on the State of Illinois Eligible Provider List. They include:

- Medical Assistant Certificate
- Cybersecurity Certificate
- Cybersecurity Associate of Applied Science Degree

With there being no discussion, Gerald motioned to approve the Medical Assistant Certificate, Cybersecurity Certificate and Cybersecurity Associate of Applied Science Degree programs and add them to the State of Illinois Eligible Provider List. Motion was seconded by Jim Andreoni and carried.

Other Business

Service Integration Self-Assessment Summary

Pam informed members that the Service Integration Self-Assessment is a required process by which Local Workforce Boards are to determine the level of collaboration and cooperation between all workforce partners in 7 different function areas and on 15 associated goals. She said that each local board is responsible for the assessment of the level of integration, using a continuum model consisting of 5 stages that ranges from Isolation to Integration, (i.e., the least amount of program and service integration to the most). Pam said that the actual self-assessment activity was to include all area workforce partners, as well as a mix of frontline and supervisory staff who work with job seekers, students and businesses. She stated that the initial assessment will serve as the baseline for setting improvement targets and tracking progress over time. Pam noted that the results of the Next Steps Action Plan for the NCI Works/LWIA #4 Self-Assessment activity is identified on Appendix J and a summary of the activity is described on Appendix K that were included with the meeting materials. Pam stated that during the activity there were partner staff participating that wanted to learn more about what the Local Workforce Board does and would like to interact more with board members at different levels on projects, etc. Pam noted that staff chose "working with the LWIB" as one of their priorities. She said that DCEO is asking that the Self-Assessment Activity be approved by each local board before it is submitted to the IWIB by September 30. Dan Fitzgerald motioned to approve the Service Integration Self-Assessment as presented. Motion was seconded by Gerald Waszkowiak and carried.

Pam informed members that the Oversight Committee will be responsible for continuous improvement on this project.

Approval to modify and increase Trade Grant

Annette Pace requested to increase the Trade Grant (PY 17-661004) by \$9,687.54 to allow for two additional customers. She told members that this modification will increase the total grant amount to \$35,940.73. Teresa Strum motioned to approve the Trade Grant modification as presented. Motion was seconded by Jim Andreoni and carried.

Approval to apply for IE Grant for Dislocated Workers

Annette informed members that BEST, Inc. has been notified of upcoming closures throughout the local workforce area. She explained that additional funds may be needed to serve these individuals and asked members for approval to apply for a 1E Grant for Dislocated Workers, if needed. Annette said that since the Board only meets every other month, she would like to have the approval to move forward if the additional funds are needed. Dan Payette motioned to approval to apply for the 1E Grant for Dislocated Workers that will be affect by the recent closings in LWIA #4, if needed. Motion was seconded by Justin Wiggins and carried.

Opioid Grant Update:

Pam provided members with an overview of the Opioid Grant. She said that we will be working with the intended worksites for the 4 temporary positions (Nurse for Sinnissippi, 2 job coaches at BEST, Inc., and Peer Education Coordinator for Perfectly Flawed) within the next couple of weeks to develop job descriptions, goals, interviewing procedures, etc. Pam told members that DCEO contacted us about making some minor modifications to our projects, so we modified the plan as follows: accounted for a

20-month vs 2-year time period (November 1, 2019 to June 30, 2021); eliminated one of the positions (Office Assistant); revised the budget to allow for more staff involvement, e.g., possibly adding a project coordinator and shifting more responsibilities to current career advisor; and, increased our admin dollars from 3% to 9% which is still below the maximum 10% allowable. Pam said that if approved by DCEO, our new total budget will be \$681,416. She told members that everyone is waiting to get started on this project. Pam stated that although BEST, Inc. cannot release a Press Release until the Governor issues the Public Announcement, she informed DCEO that we are going to begin moving on the project(s) since it is start on November 1.

NCI Works Recertification Process Update

Pam thanked members for completing and returning their Appointment/Reappointment Forms for the Recertification process. She said that this process needs to be completed and submitted to the Governor's Office every 2 years. Pam informed members that we will need a Labor Representative to replace Fidencio Campos who recently retired. The Recertification Package, Pam said, is due by September 30, however, due to the need to refill a vacancy we will request an extension from DCEO.

Success Stories

DeAnne told members that copies of Success Stories were included with the meeting materials and encouraged them to read them.

Next Meeting

After discussion regarding the November 2019 NCI Works meeting, it was agreed to move the NCI Works meeting to Thursday, November 19, 2019.

Public Comments / Recognition of Guests


None

Adjournment

With there being no further business, Dan Fitzgerald motioned to adjourn. Motion was seconded by Gerald Waszkowiak. Meeting adjourned at 6:40 p.m.

Jo Ann Johnson

Approved by:


Mary Boogemans
Secretary