

**NCI Works  
Meeting Minutes  
September 25, 2018**

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

<b>Name</b>	<b>Present Illinois Valley Community College</b>	<b>Present Sauk Valley Community College</b>	<b>Present Carroll County Housing Authority</b>	<b>Present Highland Community College</b>	<b>Absent</b>
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
Lisa McCarthy					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			
Gerald Waszkowiak	X				
DeAnne White		X			
Robert White					X

Justin Wiggins		X			
Marcie Wiley					X

**OTHERS PRESENT (IVCC):** Pam Furlan, Dianna Schuler, Tim Harmon

**OTHERS PRESENT (SVCC):** Jo Ann Johnson, Paige Fritz

Status Report for Talent Pipeline Grant

Pam introduced Tim Harmon to members. Tim disseminated copies of a Power Point Presentation that provided a status report for the Talent Pipeline Template Project. Tim informed members that the purpose for this project is to develop a universal template for use by partners in the region to help employers develop and improve talent pipelines, address the challenges of engaging rural employers, and improve employer engagement in the region. Tim told members that Phase 1 is expected to be completed by April 30, 2019 with Phase 2 continuing through December 31, 2019. Tim informed members that they interviewed 32 stakeholders from across the 8-county region with respondents from a variety of businesses. He then shared with members some of the stakeholder challenges:

- There is a severe labor shortage, particularly among adults. The perception is that adults over 25 years old who are able to work are working.
- Impending retirements will exacerbate the labor shortage, especially for manufacturers, who will need to replace a substantial portion of their workforce within the next few years.
- Some of our fastest growing occupations are low-pay, seasonal or part-time.
- High school graduates leave the region to attend college, and don't come back, or if they return it is much later when they are starting families.
- Youth people are not as interested in manufacturing as they once were and most have limited awareness of the nature of manufacturing employment and the career opportunities it offers.
- Many potential workers (youth and adult) lack specific work readiness skills, such as showing up, communicating effectively with others, accepting criticism working in a team setting, etc.
- Making progress on these issues takes a lot of collaboration and overcoming of territoriality, which takes time and resources.

Next, Tim provided members with some stakeholder opportunities:

- There is a lot of work going on to reach young people at an earlier age to help them think about career pathways and become aware of the world of work and career opportunities in many industries.
- Employers are more willing than ever to consider alternative solutions to meeting their talent needs, including greater investment in internal pipeline development, and closer collaboration with education and workforce development partners.
- Work-based learning models exist at the high school level, and employers seem willing to participate in these efforts, and provide other work-based opportunities.
- Collaboration models between manufacturing and the community college exist and are working well.
- Apprenticeship is seen as a viable response to the labor shortage, and several employers have created apprenticeships which might serve as models.

Tim then listed the top occupations for LWIA #4:

- RN
- Welding
- Engineers
- Maintenance

- Teachers
- CNC Lathe
- Certified Medical Assistant
- Agribusiness
- Soft Skills
- Trucking CDL

Next Steps, Tim said include completing the report on stakeholder consultation and talent pipeline models that already exist with the U.S. Chamber of Commerce Foundation Talent Pipeline Management, jobs for the Future (JFF) Employer Engagement Model and Next Generation Sector Partnerships. He said that in November they will develop a draft talent pipeline process description and in December get feedback on the process description.

### **Chair Comments**

Pam informed members that Patty Vladika with MTM Recognition in Princeton and Kris Noble, Executive Director with Sauk Valley Chamber of Commerce were recently appointed to NCI Works.

### **Consent Agenda:**

Linda 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. Linda 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 Dan Fitzgerald 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 24, 2018 Meeting Minutes
- Employer Engagement Committee (August 7, 2018 Meeting)
- Youth Committee Report for August 2018
- Targeted Population Committee/Workgroup (August 15, 2018 Meeting)
- Special Projects Report
  - Innovative Targeted Population Initiative
  - Healthcare Summit
  - Youth Project

### **Reports**

#### **Oversight Committee**

Gerald informed members that the Oversight Committee did not meet prior to the NCI Works Meeting, so the information and action items are being presented to NCI Works for consideration.

#### **Review and Approval of the Financial Reports**

Gerald told members that he did review the information that was provided. Gerald motioned to approve the June and July 2018 Financial Reports as submitted. Motion was seconded by Dr. Jerry Corcoran and carried.

### Customer Feedback from One Stop Operators

Gerald informed members that copies of the customer feedback from the One Stop Operator was included with the meeting materials. He stated that all comments were favorable.

### Program Year 17 Local Performance Measures for Title IB

Gerald told members that a copy of the PY 17 Local Performance Measures for the Title IB program were included with the meeting materials. Pam pointed out that even though some of the measures appear to be low, it is still early enough in the program year to meet the goals. Pam told members that she has been assured that the goals will be met.

### PY 17 DCEO Monitoring Report

Pam reported that DCEO recently conducted a fiscal and program monitoring of the Adult, Dislocated Worker and Youth Programs operated by BEST, Inc. She said that this year they took issue with much more than they have done in the past. Pam noted that she did ask them to identify the sections of the regulations and policies that were violated and they were not able to do so. She told members that Carrie compiled over 300 pages of documentation to address their findings. Pam told members that DCEO did accept the documentation that was submitted in regards to their monitoring findings.

### **Other Business**

#### Response in Support of Waiver for Realigning the LWIAs with Regional Planning Areas

Pam informed members that the Department of Commerce has applied for a waiver from the Department of Labor for having to comply with the section of the law that states that a local Workforce Investment Area cannot be in two Economic Development Regions. She referred members to the "Response in Support to Waiver for Realigning the LWIAs with Regional Planning Areas" document that was included with the meeting materials. Pam told members that Ogle County wants to remain in LWIA #4. She said that all Local Workforce Areas are being asked to support the State of Illinois' support for the waiver. Vanessa Hoffeditz motioned to approve the Response in Support of Waiver for Realigning the LWIAs with Regional Planning Areas. Motion was seconded by Gerald Waszkowiak and carried.

#### Request to Transfer \$550,000 from the Dislocated Worker Grant to the Adult Grant

Pam requested to transfer \$550,000 from the Dislocated Worker Grant to the Adult Grant. She told members that staff are seeing an increase in adult customers in need of services. Pam said that funding is still available for dislocated worker customers. Dan Fitzgerald motioned to approve the request to transfer \$550,000 from the Dislocated Worker Grant to the Adult Grant. Motion was seconded by Jim Andreoni and carried.

#### Approval of the PY 17 Trade Grant

Pam presented the PY 17 Trade Application to members. She said that the purpose for this application is to establish a new Trade Grant for the period of October 1, 2018 – September 30, 2019. Dr. Jerry

Corcoran motioned to approve the PY 17 Trade Grant as presented. Motion was seconded by Jim Andreoni and carried.

### Employers Conference

Linda informed members that the NCI Works Employers Conference will be on Friday, September 28, 2018 at the Mendota Civic Center. She encouraged members to attend.

### Success Stories

Linda encouraged members to read the Success Stories that were included with the meeting materials. She reminded members that Local Awards will be presented to individuals and businesses during lunch at the Employer Conference.

### Next Meeting

Linda informed members that the next NCI Works meeting is scheduled for November 27, 2018.

### Manufacturing Panel Discussion

Patty Head began the discussion by telling members that FN Smith is a custom machine shop with an average of 40 employees. She said that the plant started out making machinery for Quaker Oats and the focus continues towards food processing machinery. Patty told members that the company has a long standing apprenticeship program. She told members that in early 1970s everything was operated manually, but now it is 75% computer numerical controls (CNC) with some manual processes. Patty said that when looking for employees at entry level, they can be broad based. She said that they need to be interested in working in manufacturing and be able to work with their minds. The apprenticeship program, Patty said, is 4 years. They go to one class a week during the college semester while working at the company. Patty told members that this a big commitment for these individuals as they are deciding on a career like you would go to college. There are a lot of kids, Patty said, that get frustrated with the copious amounts of standardized testing. Sometimes square pegs don't fit in the round holes and the employees at FN Smith are no exception, she said. Patty continued by saying that a lot of students coming out of school are having a hard time finishing high school.

Patty told members that when an individual applies for a position with FN Smith they are given an aptitude test that covers such things as problem solving, vocabulary and math. Mechanical comprehensive, Patty said, is not one of their strong suits. She said that the kids are using technology and not enough hands-on tasks. Patty told members that at the end of last school year she asked the instructor who has been teaching for over 20 years to provide some information about the students. She said that she has not heard back from him and will follow up to see what he has to say. Patty continued by saying that unemployment is low and people are not applying for work. However, she continues to tell the employees that things get better by technology. Someone will always need to need to repair and/or understand the operation of the technology. She said that people have those skills and talents and employers need to be patient and continue program such as apprenticeships.

Jim Andreoni asked what percentage of employees complete the apprenticeship program at FN Smith. Patty replied that they have a 50% turnover rate. Patty then provided members with an overview of the Apprenticeship Program with the U.S. Department of Labor noting that it can be different for each employer. Pam asked Patty if she thought that between the Apprenticeship Program and Incumbent

Worker Training Program that they could be used for succession planning in a company. Patty replied that she could. Patty noted that continued training is important. For FN Smith, Patty said, their training is specific. It is not like an employee that is trained at FN Smith can walk out and get the same job in another company. At FN Smith, Patty said that they do not do production work and they do not make anything the same way twice. It may be similar, she said, but a lot of their customers funds ways of changing thing.

Kevin then provided an overview of Metform. He said that they are a production manufacturing business that makes parts for machines. Most employees, Kevin said, have been working at the same machine for 20+ years. Kevin told members that he has been with Metform for 30 years and started out on a production line and moved up to maintenance. He told members that since they are having problems hiring people, they are trying some unique things. As an example, he told members that Metform recently hired a young man out of high school and Metform will pay for 2 years of his college training in the maintenance programs. Kevin said that this young man works 3 days a week at Metform and attends his classes the other 2 days. Kevin told members that there appears to be a lot of turnover with 50% maybe lasting a few weeks and the other 50% staying a few years longer. He said that today, kids are looking for and wanting different experiences. Pam asked if pay or dislike of the job was their reason for leaving. Kevin responded that probably a little bit of both.

Gerald commented that working at the low end of manufacturing company is repetitious. At the higher end, he said, there is virtually no labor as it is more sophisticate with increased monitoring. He said that more training is required at the higher end.

Pam thanked members for the discussed and presented the Manufacturing handout that was included with the meeting materials. She said that the information will be shared with students and stakeholders in addition to being shared at the Manufacturing events being held throughout October in the 8-county region.

#### Public Comments / Recognition of Guests

Pam introduced Paige Fritz to members. Paige is a Career Advisor with Business Employment Skills Team, Inc. and works out of the Sterling Office.

#### Adjournment

With there being no further business, Jim Andreoni motioned to adjourn. Motion was seconded by Mary Boogemans and carried. Meeting adjourned at 6:40 p.m.

Jo Ann Johnson

Approved by:

Mary Boogemans  
NCI Works Secretary