

**NORTHWEST CENTRAL IL WORKS (NCI WORKS)
MEETING MINUTES
July 28, 2015**

The NCI Works Meeting was called to order at 5:30 p.m. by Co-Chair Cary Robbins. Roll Call was taken.

| Name | Present at IL Valley Community College | Present at Sauk Valley Community College | Present at Highland Community College | Present at Kishwaukee College | Absent |
|--------------------|---|---|--|--------------------------------------|---------------|
| James Andreoni | X | | | | |
| Dave Argubright | | | | | X |
| Ed Bochniak | | | | | X |
| Mary Boogemans | X | | | | |
| Linda Burt | | | | | X |
| Jim Carlson | | | | | X |
| Vicki Carlson | | X | | | |
| Debbie Clausen | X | | | | |
| Dr. Jerry Corcoran | X | | | | |
| Nancy Curran | | | | | X |
| Tim Farragher | | | | | X |
| Monte Flack | | | | | X |
| Carrie Folken | X | | | | |
| Randy Freeman | X | | | | |
| Janet Graham | | | | | X |
| Linda Hessenberger | | | | | X |
| Vanessa Hoffeditz | | | | | X |
| Dave Howell | | | | | X |
| Deana Jones | | | | | X |
| Dr. Joe Kanosky | | | | | X |
| Mary Ann Kolls | | | | X | |
| James Knauf | X | | | | |
| Amy Liebing | | | | | X |
| Kevin Lindeman | | | | | X |
| Barbara Majeski | | | | | X |
| Jon Mandrell | | | | | X |
| David Mennie | | | | | X |
| Jean Millar | | | | | X |

| Name | Present at IL Valley Community College | Present at Sauk Valley Community College | Present at Highland Community College | Present at Kishwaukee College | Absent |
|--------------------|--|--|---------------------------------------|-------------------------------|--------|
| Beth Murphy | | | | | X |
| Bill Norden | X | | | | |
| Tom Pigati | X | | | | |
| Kevin Reibel | | X | | | |
| Cary Robbins | | X | | | |
| Jennifer Robbins | | | X | | |
| Marvin Schultz | | | | | X |
| John Spencer | X | | | | |
| Teresa Strum | | X | | | |
| Mark Szula | | | | | X |
| Gerald Waszkowiak | X | | | | |
| James Weed | | | | | X |
| DeAnne White | | X | | | |
| Theresa Wittenauer | | X | | | |

OTHERS PRESENT AT IVCC: Dianna Schuler

OTHERS PRESENT AT SVCC: Pam Furlan, Jo Ann Johnson, Kathy Day

Approval of Meeting Minutes

It was noted that the May 26, 2015 Meeting Minutes should reflect that Kathy Day was in attendance at the Sauk Valley Community College location. Vicki Carlson motioned to approve the May 26, 2015 Meeting Minutes as corrected. Motion was seconded by Kevin Reibel and carried.

Workforce Innovation and Opportunity Act (WIOA) Update

Pam provided members with a brief overview of the Workforce Innovation and Opportunity Act (WIOA) as it relates to the Local Workforce Development Board (LWDB). She told members that the Chief Elected Officials will be meeting on August 10 for the purpose of appointing members to the new NCI Works. Pam said that the certification package is due to the Department of Commerce & Economic Opportunity (DCEO) on August 14. DCEO, Pam said, is supposed to have everything certified by September 30. Pam continued by saying that she has talked with Linda Burt and Cary Robbins regarding training for NCI Works members so everyone is knowledgeable and understands their roles under the new legislation. She informed members that a Request for Proposal (RFP) would be released to secure a trainer who would facilitate training for board members. Pam told members that the

facilitator would conduct the initial training at, more than likely, the November NCI Works meeting. In order to continue the learning process, Pam said, the RFP will include 15-minute priority sessions of that she would present at the beginning of each of the NCI Works meetings. Pam commented that the training may take up to 2 years, but the subjects that need the top priority will be presented first. Pam told members that the Executive Committee will review the Request for Proposals and make a determination of the next steps.

DeAnne asked if there was a contingency plan if a member was to miss one of the training sessions. Pam stated that it would be done as a group or one-on-one basis. DeAnne suggested that maybe the training sessions could be put online using YouTube. Pam said that she would explore that idea.

Moving on, Pam told members that BEST, Inc. is not able to access funds at this time due to the lack of an Illinois Budget. Pam said that there are some options and asked Kathy to provide further information to members.

Kathy explained to members that BEST, Inc. did carry forward the allowable 20% of the Program Year 2014 grant. However, DCEO is saying that since there is no state budget, the local areas cannot have access to those funds. Kathy told members that two members of the Illinois Workforce Partnership (Directors Association) testified today in Springfield and we are hoping that decisions will be made in favor of the local areas. Until a decision can be made, Kathy said that staff are looking at ways to stretch the money that is available. She said that the BEST, Inc. Board of Directors will be meeting and will be looking at options such as temporary layoffs, limiting services in offices, etc. Kathy told members that fiscal staff requested about \$200,000 in excess cash that will get BEST, Inc. through July. She said that there is almost a million dollars that staff cannot access. Kathy told members that if BEST, Inc. has to close offices or reduce hours they will be notified.

Gerald asked if Kathy or Pam were aware of any initiatives at the state level to aid with this process. Kathy replied that some of the legislators commented that this situation should not be happening. One legislator, during the hearing, suggested the local areas get an attorney. Kathy said that in the meantime, staff will hold back on enrolling new students, stopping supportive services, and limit as many expenditures as possible.

Pam encouraged members to contact their state legislator to work with their colleagues to figure out a way to pass this money to the local areas. She said that the state budget should not have anything to do with the federal funds being disseminated.

DeAnne asked if there were any talking points to share with local legislators. Pam said that she will put some together and send out to all members.

Jo Ann informed members that she will be sending out the Appointment/Reappointment Form for members to complete.

Committee Reports

Youth Council

Teresa informed members that the Youth Council met and learned that the Career Preparation/Life Skills Program for LaSalle Safe School went very well. She said that there is an interest in repeating some of the programs again at the LaSalle Safe School. Teresa said that Nachusa Campus School was selected as the next site for the Career Preparation/Life Skills Program. Details are being worked out.

Teresa told members that the Youth Council was given an update on the current Youth Providers. She said that the Education Outreach Program started their Welding Program through Whiteside Area Career Center.

Teresa informed members that Work in the Real World will be held on November 13 at Sauk Valley Community College. She told members that a STEM program for freshman girls was being planned but there was not the interest from the students.

Teresa told members that a copy of the Leadership Conference Evaluations was included with the meeting materials. She told members that the students discussed attitude, attendance, appearance, ambition, accountability, acceptance and appreciation during this event. Overall, she said it was successful.

Executive Committee

Cary informed members that the Executive Committee met on June 17 and a copy of the minutes were included with the meeting materials.

Ratify Approval of PY 15 Plan Modification

Pam provided a summary of the PY 15 Plan Modification that was approved by the Executive Committee. Referring to the Program Funding summary form that was included with the meeting materials, Pam said that \$994,665 is budgeted for the adult program, \$1,486,616 budgeted for the Dislocated Workers program, and \$1,016,099 budgeted for the Youth program. With this funding, Pam said, BEST, Inc. will enroll 231 adults, 271 dislocated workers and 250 youth. Pam said that there will be hundreds more coming into the offices looking at the job board and using computers and other job search materials that are available to the general public. Pam told members that the number of enrollees will be reviewed after the fall billings are received to determine if any adjustments or modifications need

to be made. Teresa Strum motioned to approve the PY 15 Plan Modification as presented. Motion was seconded by DeAnne White and carried.

Ratify Approval of Streator High School Youth Project for PY 15

Pam told members that Streator High School submitted a proposal during the second round of Request for Proposals. She said that during the first round, their submission did not meet the minimum specifications and was rejected. Pam said that the Streator High School project was recommended for funding by the Youth Council and the Executive Committee. This project, Pam said, will serve 18 students and cost \$54,000. Kevin Reibel motioned to approve the Streator High School Youth Project as presented. Motion was seconded by Randy Freeman and carried.

Oversight

Review and Approval of 4th Quarter Performance Report for PY 2014

Gerald referred members to the 4th Quarter Performance Report for PY 2014 that was included with the meeting materials. He told members that all performance measurements were either met or exceeded. All in all, Gerald said PY 2014 performance is very satisfactory. Gerald motioned to accept the 4th Quarter Performance Report for PY 2014 as presented. Motion was seconded by Jennifer Robbins and carried.

Other Business

No Place Like Home (NPLH) Update

Pam Furlan reported that 18,552 hits were received on the No Place Like Home webpage. She said that 21 businesses listed 49 job openings in addition to the 14 health care providers that have direct links to the webpage. Additionally, Pam told members that 28 companies with an additional 89 occupations that are not currently open, but provided as informational examples on the website.

CME Update

Pam informed members that the Chief Manufacturing Executives (CME) Group will be meeting next week. The agenda, she said will include a presentation on the American Apprenticeship Initiative by a speaker from the German American Chamber of Commerce of the Midwest, Inc. Pam said that the agenda also includes an update on the IVCC Manufacturing Expo that will be held on October 22 at IVCC.

“Best Wishes” Letter to Representative Frank Mautino

Pam reminded members that Representative Mautino was instrumental in getting the IL Open Meetings Act amended to allow for Local Workforce Boards to meet electronically. She told members that he has been going through cancer treatments and recently had surgery. Pam said that the prognosis is good and asked members for a consensus for her to send him a card on behalf of NCI Works. Members agreed and extended best wishes to Representative Mautino.

Public Comments

Pam introduced Lisa Cofoid to members. Lisa is a Career Advisor in the IL Valley Community College office and worked for a number of years with the Dislocated Workers Center at IVCC before the merger.

Adjournment

With there being no further business, Kevin Reibel motioned to adjourn. Motion was seconded by Vicki Carlson and carried. Meeting adjourned at 6:15 p.m.

Jo Ann Johnson

Approved by:

Mary Boogemans
Secretary