

**Oversight Committee
Meeting Minutes
November 27, 2018**

The Oversight Committee was called to order at 5:04 p.m. by Chairman Gerald Waszkowiak.

Name	Present Illinois Valley Community College	Present Sauk Valley Community College	Absent
Linda Hessenberger			X
Tom Pigati	X		
Gerald Waszkowiak	X		

OTHERS PRESENT (IVCC): Jo Ann Johnson, Carrie Folken

OTHERS PRESENT (Sterling): Pam Furlan, Dianna Schuler

Approval of Minutes

Tom Pigati motioned to approve the July 24, 2018 Meeting Minutes. Motion was seconded by Gerald Waszkowiak and carried.

Business Meeting

Review and Approval of the Financial Reports August/September 2018

Gerald informed members that he reviewed the Financial Reports for August and September and found them to be acceptable. Gerald motioned to recommend the approval of the Financial Reports to the full Board. Motion was seconded by Tom Pigati and carried.

Review of the Partner Referral Report

Pam presented the Partner Referral Report for members noting that this is a new form for the Oversight Committee to review. She said that with the added oversight responsibility for the committee, this form will provide a snapshot of the referrals that are being made between the One Stop Partner organizations. Tom commented that it would be helpful if there was a list of definitions/acronyms to explain the different programs and agencies. He said he recalled receiving one many years ago and found it very helpful. Members then responded to the number of referrals between the agencies and asked if the numbers could overlap. Carrie responded that they could not. Gerald noted that as long as the numbers reflect that referrals are being made between the One Stop Partner agencies then the Oversight Committee can assume that they are complying with the requirements. Pam commented that all partners agreed to the referral format as part of the One Stop System.

Review and Approval of Partner Report

Pam then presented the Partner Report to members. She said that the Partner Report is a new form for consideration by the Oversight Committee. Pam told members that the One Stop Consortium needs to track information on individuals being served by each of the Partners in the One Stop System. Pam told

members that the One Stop Consortium is asking all partners to report this information to the Oversight Committee on a quarterly basis. The responsibility of the Oversight Committee, Pam said, is to ensure that each of the Partners are serving individuals in the 8-county local workforce area. After discussion, Tom Pigati motioned to recommend the Partner Report be approved by NCI Works. Motion was seconded by Gerald Waszkowiak and carried.

Review of the PY 18 Local Performance Measures for Title IB

Gerald noted that the PY 18 Performance Measures for Title IB were included for informational purposes. Pam pointed out that all performance measures exceeded the goals.

Customer Feedback from One Stop Operators

Gerald pointed out that the Customer Feedback cards were very complimentary and even acknowledged specific staff. Carrie informed members that this information is gathered by IDES staff.

Plan Modification to include PY 18 and PY 19 Negotiated Performance Measures

Pam referred members to the PY 2018/2019 Negotiated Performance Measures that were included with the meeting materials. She told members that these goals were negotiated between BEST, Inc. and DCEO for this Program Year and next. Pam said that these Performance Measures require action by the Oversight Committee and NCI Works for inclusion in the next Plan Modification. Gerald motioned to recommend to NCI Works to approve the PY 2018/2019 Negotiated Performance Measures and include them in the next Plan Modification. Motion was seconded by Tom Pigati and carried.

Memorandum of Understanding (MOU) Cost Sharing Negotiations

Pam informed members that it was time again when we needed to begin negotiations for cost sharing of the one-stop system. She said that for the past three years we have hired an outside consulting firm to provide these services. Pam reminded members that the legislation requires that the negotiations for cost sharing has to be done by an impartial independent negotiator. Pam requested that she be authorized to release the Request for Proposal to secure the services of an independent negotiator at a cost not to exceed \$5,500. Tom Pigati motioned to recommend approval by NCI Works to release the Request for Proposal to secure an independent negotiator for the MOU Cost Sharing. Motion was seconded by Gerald Waszkowiak and carried.

Next, Pam requested that she be appointed as the Lead Negotiator for the programs and services section of the MOU and Annette Pace and/or the BEST, Inc. CFO (if the position is filled by then) be appointed as the individual(s) to reconcile the costs of the MOU. Gerald motioned to recommend to NCI Works that Pam be appointed as the Lead Negotiator for the programs and services section of the MOU and that Annette Pace (or CFO) be appointed as the individual(s) to reconcile the costs of the MOU. Motion was seconded by Tom Pigati and carried.

Tentative Action Item Regarding National Able

Pam informed members that National Able provides services for eligible individuals for the Senior Community Employment Service program (formerly Experience Works). Pam said that since July, we have not seen a representative of National Able in our area to provide such services, nor have they, as a One Stop Partner, paid their portion for the One Stop System that they were invoiced for June 30, 2018.

After numerous contacts, Pam said she talked with DCEO and they recommended that she address the matter with NCI Works. Pam requested that she be authorized to draft a letter on behalf of NCI Works to send to DCEO advising them of the lack of cooperation with National Able so that they (DCEO) can intervene. After discussion, Tom Pigati motioned to request approval from NCI Works to authorize Pam to send a letter to DCEO regarding the lack of commitment by National Able to DCEO. Gerald Waszkowiak seconded the motion. Motion carried.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Tom Pigati motioned to adjourn. Motion was seconded by Gerald Waszkowiak and carried. Meeting adjourned at 5:25 p.m.

Jo Ann Johnson