

**Oversight Committee Meeting  
Tuesday, March 21, 2017  
Meeting Minutes**

The Oversight Committee Meeting was called to order at 4:40 p.m. by Chairman Gerald Waszkowiak. Roll call was taken.

<b>NAME</b>	<b>PRESENT (IL Valley Community College)</b>	<b>PRESENT (Sauk Valley Community College)</b>	<b>PRESENT (Highland Community College)</b>	<b>PRESENT (Carroll County Housing Authority)</b>	<b>ABSENT</b>
Linda Hessenberger	X				
David Howell	X				
Tom Pigati	X				
Jennifer Robbins					X
Gerald Waszkowiak	X				

**OTHERS PRESENT AT IL VALLEY COMMUNITY COLLEGE:** Carrie Folken, Pam Furlan, Jo Ann Johnson

**OTHERS PRESENT AT SAUK VALLEY COMMUNITY COLLEGE:** Dianna Schuler, Kathy Day

Approval of Minutes

Tom Pigati motioned to approve the November 22, 2016 Meeting Minutes. Motion was seconded by Dave Howell and carried.

**Business Meeting**

Review of Information Performance Data

Pam informed members that WIOA measures start with PY 16, however, the performance data is not yet available. She told members that Carrie put together a report for the credential performance data that was included with the meeting materials. Pam noted that data for second and fourth quarter after exit employment information will not be accessible until early May due to data lag from IL Department of Employment Security Wage Records. Carrie then explained that initially the WIOA measures will be lower than what they were under WIA. To date, Carrie said, the only data that is available is the credential. Based on the data on the report, the credential rate is above the negotiated rate.

Review and Approval of the Financial Reports

Kathy presented the Financial Reports for December 2016 and January 2017 to members. Referring to the January 2017 Reports, Kathy reported that the Direct Training Expenditure Rate for the Adult and Dislocated Worker programs is 60.20%. In regards to the Youth Work-Based Learning expenditure, Kathy reported that the ratio is 27.3%.

Kathy referred members to the grant summary page of the report. She reported that the PY '15 Adult, Dislocated Worker and Youth grants are in the process of being closed out. Kathy pointed out that some grants have already been closed out and they are reflected in in the summary report. She then noted that the PY 16 Adult, Dislocated Worker and Youth grant is listed on the summary sheet and said that 80% of the funds have been obligated. Kathy then reviewed the WIB budget for members noting that 50% of the funds were spent in December. Gerald asked if all of the grants were in compliance with regulatory requirements. Kathy responded that all grants are in compliance with benchmarks being attained. Motion to approve the December 2016 and January 2017 Financial Reports was made by Dave Howell. Motion was seconded by Linda Hessenberger and carried.

### Other Business

Pam informed members that one of the responsibilities of the Oversight Committee is to review plans and goals set by each of the Core Partners (BEST, Inc., Adult Education, IL Dept. of Employment Security, IL Division of Rehabilitation). Additionally, she said that the committee will need to make sure that these goals are in alignment with the Local and Regional Plans. Pam told members that the Local and Regional Plans are due to DCEO on April 30. Once these Plans are approved by the State, she said, this committee will need to start working on the types of reporting requirements for each of the Core Partners.

Pam then informed members that the Oversight Committee would also be responsible for measuring the continuous improvement of the One Stop Comprehensive Center. She said that a policy is being developed at the State level that outlines the initial criteria for the certification of the One Stop Center. Pam also reported that NCI Works will need to develop criteria in terms of the delivery of services and initiatives and programs being provided through the comprehensive center. She stated that once we know what the criteria is we can begin developing the reporting format. Pam continued by saying that another responsibility of the Oversight Committee will be make sure there is not a duplication of services at the One Stop center. She stated that as part of the MOU process each partner will need to identify the services they will provide at the center whether it is onsite or through technology. By using technology at the One Stop Center, Pam said, will provide 24/7 accessibility to customers. Pam also mentioned that a 2-1-1 networking system will be implemented to help customers find the service they need.

### Public Comments

None

### Adjournment

With there being no further business, Tom Pigati motioned to adjourn. Motion was seconded by Linda Hessenberger and carried. Meeting adjourned at 5:05 p.m.

Jo Ann Johnson