

**Oversight Committee Meeting
Tuesday, November 22, 2016
Meeting Minutes**

The Oversight Committee Meeting was called to order at 4:30 p.m. by Chairman Gerald Waszkowiak. Roll call was taken.

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

OTHERS PRESENT AT IL VALLEY COMMUNITY COLLEGE: Carrie Folken, Dianna Schuler

OTHERS PRESENT AT SAUK VALLEY COMMUNITY COLLEGE: Pam Furlan, Kathy Day, Jo Ann Johnson

Business Meeting

Approval of Meeting Minutes

Dave Howell motioned to approve the September 27, 2016 Meeting Minutes. Motion was seconded by Jennifer Robbins and carried.

Review of Proposed Training Reports

Carrie Folken provided members with samples of performance evaluation reports that is available on the Illinois workNet (IwN). Carrie informed members that this information is provided for all WIOA eligible individuals enrolled at the local community colleges. She told members that this information may include students that do not reside in our Local Workforce Area. Gerald confirmed that the student may be attending classes at the community colleges in Local Workforce Area #4 but may not be a resident in one of the LWA #4 eight counties. Carrie added that if the student does not reside in one of the 8-counties, they do not receive WIOA funding from LWA #4. She said that the system allows for customer choice so the student is allowed to select the institution they want to attend.

Pam continued by saying that Local Workforce Boards have an opportunity to ask for additional criteria from providers, such as program completion rates, the reason the student did not complete the program,

etc. She noted that by asking for additional information may give members a better look at the program before deciding to approve or not approve a program submitted for certification/recertification.

Review and Approval of the Financial Reports

Kathy Day provided an overview of the August and September 2016 fiscal reports. Kathy noted that the Trade Grant is listed as pending because the grant will begin on October 1. She also told members that a request is being presented to the Chief Elected Officials in December to transfer \$270,000 from the dislocated workers grant to the adult grant. Kathy pointed out that the adult expenditure rate is 69% and the dislocated worker expenditure rate is 47% resulting in a combined ratio of 57.93%. Kathy reminded members that at least 40% of the adult and dislocated worker funds must be spent on direct training activities. Based on the information provided, Kathy told members that BEST is exceeding that expenditure. In regards to the youth program, Kathy informed members that the youth expenditure rate is 64%. She said that the law requires that at least 20% of youth funds be spent on workbased learning activities.

Kathy informed members that the next reports will reflect some staff travel and conference expenses as there will be staff and members attending out-of-state conferences in early 2017.

With there being no questions for Kathy, Linda Hessenberger motioned to approve the August and September 2016 fiscal reports as presented. Motion was seconded by Dave Howell and carried.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Dave Howell motioned to adjourn. Motion was seconded by Linda Hessenberger and carried. Meeting adjourned at 4:50 p.m.

Jo Ann Johnson