

**Oversight Committee Meeting
Meeting Minutes
March 20, 2018**

The Oversight Committee was called to order at 4:59 pm by Chairman Gerald Waszkowiak.

| Name | Present Illinois Valley Community College | Present Sauk Valley Community College | Present Highland Community College | Present Carroll County Housing Authority | Absent |
|--------------------|--|--|---|---|---------------|
| Linda Hessenberger | X | | | | |
| Tom Pigati | X | | | | |
| Gerald Waszkowiak | X | | | | |

OTHERS PRESENT AT CARROLL COUNTY HOUSING AUTHORITY: Pam Furlan

OTHERS PRESENT AT ILLINOIS VALLEY COMMUNITY COLLEGE: Carrie Folken

OTHERS PRESENT AT SAUK VALLEY COMMUNITY COLLEGE: Jo Ann Johnson

Approval of Minutes

Tom Pigati motioned to approve the November 28, 2017 Meeting Minutes. Motion was seconded by Linda Hessenberger and carried.

Business Meeting

Review and Approval of the Financial Reports November/December 2017 & January 2018

In the absence of Kathy Day, Pam reported that at the end of the December the Direct Training Rate for Adults and Dislocated Workers was 61.26%. The goal, she said is to have a minimum direct training rate of 40% or above. Pam told members that effective July 1, 2018 the minimum direct training rate will increase to 50%. For youth, Pam said, the work-based learning expenditure is at 26.5%. She reminded members that a minimum of 20% is required for work-based learning expenditure. Pam told members that the WIB expenditure rate to date is 42% of the budget.

Moving on to the January Financial Report, Pam reported that the Direct Training Rate for Adults and Dislocated Workers was 60.66%. For you, she said that Work-Based Learning expenditure is at 26.6%. Pam told members that the WIB expenditure rate is 47% of the budget, but the next report will show an increase in expenditures after the National Association of Workforce Board Conference in Washington, DC.

Linda Hessenberger motioned to approve the November/December 2017 and January 2018 Fiscal Reports as presented. Motion was seconded by Tom Pigati and carried.

Customer Feedback from One Stop Operators

Gerald informed members that he reviewed the customer feedback that was included with the meeting materials. He commented that complimentary statements were provided. Pam told members that although the completion of the customer feedback cards are voluntary, staff are encouraging visitors to the One Stop Center to complete them. Members noted that usually when people have something negative to say they do not hesitate to complete a comment card or survey. Gerald stated that he assumes that if he has not heard anything that it is usually good news.

Program Year 17 Local Performance Measures for Title IB

Gerald told members that a copy of the PY 17 Local Performance Measures for Title IB was included with the meeting materials. He said that all measures exceeded the minimum benchmarks. Gerald said that this report was simply for information and did not require any action.

Approval to add the Agricultural Business Management Program at IL Valley Community College to the State of IL Approved Training List

Gerald said that IL Valley Community College submitted the Agriculture Business Management Program for approval to the State of IL Approved Training List. Pam told members that the agricultural industry is seeing an increase in opportunities in the local workforce area. Tom asked what the Approved Training List do for customers. Carrie replied that in order for BEST, Inc. to fund a training program, the program would have to be put on the State of IL Approved Training List. She said that the program has to be a demand occupation and employment attainable. Gerald confirmed that BEST, Inc. subsidizes the tuition for the program. Carrie stated that first of all the customer would need to be eligible for WIOA services. She also stated that anyone who is enrolled for classroom training has to apply for federal financial aid. Tom confirmed that BEST, Inc. would cover the \$9,095 tuition as listed in the program description that was included with the meeting materials. Carrie stated that funding is based on credit hours plus any fees. Tom Pigati motioned to approve the Agricultural Business Management Program at IL Valley Community College and add it to the State of IL Approved Training List. Motion was seconded by Linda Hessenberger and carried.

Core & Required Partner Presentations

Pam informed members that the Oversight Committee needs to select the next presentation by the One Stop Partners. She told members that Division of Rehabilitation Services was to make the presentation this evening, but due to a sick child they had to cancel. However, Pam said, Sara Escatel with Adult Education & Family Literacy graciously agreed to provide the presentation at the NCI Works meeting today. After discussion, it was agreed to have the Division of Rehabilitation Services give the presentation at the May 22 NCI Works meeting.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Linda Hessenberger motioned to adjourn. Motion was seconded by Tom Pigati and carried. Meeting adjourned at 5:15 p.m.

Jo Ann Johnson