

**Oversight Committee
Meeting Minutes
November 19, 2019**

The Oversight Committee was called to order at 4:45 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 (Illinois Valley Community College): Carrie Folken, Dianna Schuler

OTHERS PRESENT (Sauk Valley Community College): Pam Furlan, Annette Pace, Jo Ann Johnson

Approval of Minutes

Linda Hessenberger motioned to approve the July 23, 2019 Meeting Minutes. Motion was seconded by Gerald Waszkowiak and carried.

Business Meeting

Review and Approval of the Financial Reports

Annette provided members with a review of the Financial Reports for August & September 2019. Gerald questioned as to why there was a negative balance on the Projected Balance column for the August 2019 report. Annette explained that we will be requested a modification to transfer \$550,000 from the Dislocated Worker grant to the Adult grant to help cover those costs. Annette also informed members that costs will drop once we receive the funding from the Opioid Grant and 1E Grant. She said that staff will start allocating their time towards those grants which will reduce the costs for the other WIOA grants. She also told members that if the funds are not transferred from the Dislocated Worker grant to the Adult Grant to fund those customers the funds would need to be returned to DCEO. After discussion, Gerald motioned to recommend to NCI Works to approve the August & September 2019 Financial Reports as presented. Motion was seconded by Linda Hessenberger and carried.

Review & Approval of 2nd Quarter Performance Report

Dianna Schuler reported that BEST, Inc. exceeded all goals and there are no concerns. Gerald motioned to recommend that the 2nd Quarter Performance Report be approved. Motion was seconded by Linda Hessenberger and carried.

Review of the Partner Report

Dianna referred members to the Partner Report that was included with the meeting materials. She pointed out that the Unemployment Numbers for the Sterling Office should be 1,393 and not 1,576 as initially reported. Linda Hessenberger motioned to recommend approval of the Partner Report to NCI Works. Motion was seconded by Gerald Waszkowiak and carried.

Review of Partner Referral

Dianna informed members that the Partner Referral information was included with the meeting materials as informational. She told members that all Partners except for National Able and Vocational Rehabilitation were at a recent planning meeting where the referral process was discussed. Dianna told members that after that discussion, the numbers of referrals between Partner Agencies is expected to increase.

Customer Feedback from One Stop Operators

Gerald stated that the customer feedback cards from the One Stop Operators were all favorable.

Other Business

Approval to Accept Work Plan from Workforce Enterprise Services, Inc.

Dianna informed members that Workforce Enterprise Services, Inc. (WES, Inc.) submitted a work plan, cost and budget proposal for the negotiations of the 2020 One-Stop infrastructure and local service delivery costs for NCI Works at a rate of \$5,200.00. She told members that although the Memorandum of Understanding (MOU) between Partners is a 3 year agreement, the budget needs to be negotiated each year. Dianna continued by saying that last year the Oversight Committee and NCI Works approved the Request for Proposal from WES, Inc. to conduct the negotiations for 2 years, but the budget needs to be approved for each year. Gerald motioned to recommend to NCI Works to approve the work plan, cost and budget proposal submitted by WES, Inc. in the amount of \$5,200.00. Motion was seconded by Linda Hessenberger and carried.

Dianna also requested that Pam Furlan be appointed as the Lead Negotiator for Program Services that includes convening meetings and everything leading up to the actual negotiations. She also requested that Annette Pace be appointed as the negotiator for the Budget on behalf of BEST, Inc. Dianna clarified that Carrie Folken will actually represent BEST Program in the negotiations that Pam would be serving in as a convener rather than an actually negotiating member. Linda Hessenberger motioned to recommend to NCI Works that Pam Furlan be appointed as the Lead Negotiator for Program Services and Annette Pace be appointed as budget negotiator for BEST, Inc. Motion was seconded by Gerald Waszkowiak and carried.

Public Comments

None

Adjournment

With there being no further business, Linda Hessenberger motioned to adjourn. Motion was seconded by Gerald Waszkowiak and carried. Meeting adjourned at 4:57 p.m.

Jo Ann Johnson