

**NCI Works Zoom Meeting Minutes
November 17, 2020**

The NCI Works Meeting was called to order at 5:33 p.m. by Co-Chair Linda Burt. Roll Call was taken.

| Name | Present | Absent | Name | Present | Absent |
|--------------------|----------------|---------------|-------------------|----------------|---------------|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | X | Rob Lentz | X | |
| Ed Bochniak | | X | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | X | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | X | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | X |
| Dan Fitzgerald | | X | John Spencer | X | |
| Randy Freeman | | X | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | X |
| Vanessa Hoffeditz | X | | Justin Wiggins | | X |
| Deana Jones | X | | Marcie Wiley | | X |
| James Knauf | | X | | | |

OTHERS PRESENT: Carrie Folken, Jo Ann Johnson, Dianna Schuler, Annette Pace

Chair Comments

Linda informed members that a Letter of Resignation was received from Debbie Clausen. Jim Andreoni motioned to accept Debbie's resignation with regret. Motion was seconded by Linda Burt. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|------------|-----------|-------------------|------------|-----------|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Jim Andreoni recommended to move the Election of Officers and Bylaw Amendment action items to the beginning of the meeting. All agreed.

Election of Officers

Linda Burt informed members that the Business Liaison & Marketing Committee met and recommended the following slate of officers:

Cary Robbins / Linda Burt – Co-Chairs

Amy Soltis Strawn – Vice-Chair

Patty Head - Secretary

Jim Andreoni motioned to close nominations and approve the slate of officers as the elected slate.

Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Proposed Revision to the NCI Works Bylaws

Linda informed members that the Executive Committee has recommended that a revision to the NCI Works Bylaws be considered and asked Carrie to further explain. Carrie told members that under the Governor's Executive Order regarding the change in electronic meetings under the Open Meetings Act,

NCI Works now need to have a majority in order to approve any action items. When we were able to meet at multiple locations all attendees were counted towards the quorum, but we were able to conduct business with a majority of a quorum present. That is not the case now, she said. With a 39 member board, Carrie told members that 20 people must be in attendance during the electronic meeting. At the last Executive Committee meeting, Carrie said, members recommended that the bylaws be revised to include proxy voting. She said that the revision of Article VI (Meeting Procedures, Voting Rights), Section 2 a. is being proposed as follows:

Each member shall have one (1) vote. ~~Members must be present at meetings to cast a vote and may not vote by proxy.~~ **In the event that a Board member cannot attend a meeting s/he may designate an alternate to represent him/her at the Board meeting. Alternates/proxies may discuss Board business and relate the member’s option to the board and shall have voting rights for that member.**

Carrie pointed out that proxies would need to be sent to Jo Ann at least 48 hours prior to the Board meeting.

Linda Burt motioned to approve the Bylaw Amendment for Article VI (Meeting Procedures, Voting Rights), Section 2a as follows:

Each member shall have one (1) vote. In the event that a Board member cannot attend a meeting s/he may designate an alternate to represent him/her at the Board meeting. Alternates/proxies may discuss Board business and relate the member’s option to the board and shall have voting rights for that member.

Motion was seconded by Jim Andreoni. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Welcome New Member

Carrie introduced Danelle Burrs to members. Carrie said that Danelle was recently appointed to NCI Works by the Chief Elected Officials. Danelle informed members that she is the Manager of Lee County Farm Bureau and is excited to be a member of NCI Works.

Consent Agenda

Cary informed members that the Consent Agenda was included with the meeting materials. He told members that anyone can remove an item from the Consent Agenda list upon request for discussion. Cary said that each of the Committee Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. It was moved by Teresa Strum and seconded by Gerald Waszkowiak to approve the Consent Agenda as presented. Roll call vote was taken:

| Name | Yes | No | Name | Yes | No |
|--------------------|------------|-----------|-------------------|------------|-----------|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

The following items were approved in the Consent Agenda:

- NCI Works (May 26, 2020 Meeting Minutes)

- NCI Works Executive Committee (July 28, 2020 Meeting Report)
 - Approval of the April & May 2020 Financial Reports
 - Approval of the Medical Billing and Coding (Online Career Training) Certified Professional Coder CPC Programs at IL Valley Community College
 - Approval of the Pharmacy Technician (Online Career Training) Program at IL Valley Community College
 - Appointment of Carrie Folken & Dianna Schuler to the Illinois Workforce Partnership
 - Approval of Regional & Local Plan Revisions
 - Approval of the PY 19 Grant Modification

- Approval of the PY 20 Grant
 - Approval of the Certification of the One Stop Center in Ottawa
 - Approval of the Work Based Learning Work Experience & Job Shadowing Policy
 - Approval of the Adult & Dislocated Worker & Transitional Jobs Policy
 - Approval of the Incumbent Worker Policy
- NCI Works Meeting Summary (September 22, 2020 Meeting Report)
 - NCI Works Executive Committee (September 29, 2020 Meeting Report)
 - Approval of the Financial Reports June & July 2020
 - Approval of 4th Quarter Report
 - Approval of the Partner Report
 - Approval to add Castor Health Institute & their Certified Nurse Aide Training Program to Eligible
 - Training Provider List
 - Approval of the Agriculture Production Technology Program at Sauk Valley Community College
 - Approval of the Agriculture Business Program at Sauk Valley Community College
 - Approval to Recertify Training Programs from Sauk Valley Community College
 - Business Liaison & Marketing Committee (October 7, 2020 Meeting Report)
 - Youth Committee (October 13, 2020 Meeting Report)

Business Meeting

Oversight Committee

Gerald informed members that the Oversight Committee met prior to the NCI Works meeting and discussed the items listed on the Agenda. He said that the Committee is recommending that all items be approved.

Approval of the Financial Reports August & September 2020

Gerald Waszkowiak motioned to approve the August & September 2020 Financial Reports as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|------------|-----------|----------------|------------|-----------|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |

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|--------------------|---|--|-------------------|---|--|
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval of 1st Quarter Report

Gerald Waszkowiak motioned to approve the PY 20 First Quarter Report as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Review of the Partner Report

Gerald Waszkowiak motioned to approve the First Quarter Partner Report as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|-----------------|-----|----|----------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval to Recertify Training Programs from Illinois Valley Community College

Gerald Waszkowiak motioned to approve the recertification of the following programs from Illinois Valley Community College:

- Accounting
- Accounting Certificate - Basic
- Advanced Accounting Certificate
- Advanced Automotive Technology
- Advanced Renewable Wind Energy Technician Certificate
- Agricultural Business Management
- Auto Brakes, Suspension Alignment
- Automotive Technology
- Basic Automotive Technology
- Business Administration
- ~~Business Technology AAS~~ MS Office Professional AAS
- ~~Business Technology I~~ Office Professional I
- ~~Business Technology II~~ Office Professional II
- Certified Nursing Assistant
- Certified Nursing Assistant Refresher Course
- Certified Production Technician Program
- Computer Aided Drafting Certificate -Architectural / Civil
- Computer Aided Engineering and Design Associate Degree
- Computer Networking Administration
- Computer Networking Certificate
- Computer Numerical Control (CNC) Operator
- Criminal Justice
- Criminal Justice Certificate
- Dental Assisting

- Driveability
- Electronics & Electricians Associate in Applied Sciences
- Emergency Medical Technician – Basic
- Emergency Medical Technician - Paramedic
- Engine Performance
- Engineering Technology AAS
- Heating, Ventilation, and Air Conditioning Certificate
- Industrial Electricians Certificate
- Industrial Maintenance Certificate
- Machinist Tool Die Certificate
- Manufacturing Technology
- Marketing
- Medical Administrative Assistant
- Nursing (RN)
- Phlebotomy Certificate
- Practical Nursing
- Process Operation Technology
- Renewable Wind Energy Technician Certificate
- ~~Retailing/Merchandising~~ **Business Management**
- Truck Driver Training
- Truck Driver Training Advanced Proficiency Certificate
- Equipment Refresher Training
- Welding Advanced Construction Certificate
- Welding Basic Construction Certificate
- Welding Construction AAS
- ~~Welding Gas Metal Arc Certificate (GMAW)~~ **Basic Welding Cert**
- ~~Welding Gas Tungsten Arc (GTAW) Certificate~~ **GTAW Welding**
- ~~Welding Oxy Acetylene (GAW) Certificate~~ **OAW Welding Cert**
- Welding Production AAS
- Welding Production Certificate

Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval to Recertify the Summer CNA Training Program from Whiteside Area Career Center

Gerald Waszkowiak motioned to approve the Summer CNA Training Program from Whiteside Area Career Center as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval of the Network Administration Training Program from Morrison Institute of Technology

Gerald Waszkowiak motioned to approve the Network Administration Training Program from Morrison Institute of Technology as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|-----------------|-----|----|----------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval to Recertify the Engineering Technology Training Program from Morrison Institute of Technology

Gerald Waszkowiak motioned to approve the recertification of the Engineering Technology Training Program from Morrison Institute of Technology as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval to accept Request for Proposal/Quote for 2021 One-Stop Infrastructure and Local Service Delivery Costs for NCI Works

Gerald Waszkowiak motioned to approve the Request for Proposal/Quote from Workforce Enterprise Services for 2021 One Stop Infrastructure Service Delivery Costs for NCI Works as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Appointment of Lead Negotiator for Program Services and Budget Negotiator on behalf of BEST, Inc.

Gerald Waszkowiak motioned to approve the appointment of Joel Torbeck as the Lead Negotiator for MOU Program Services and Annette Pace as Budget Negotiator on behalf of Business Employment Skills Team, Inc. as presented and reviewed by the Oversight Committee. Motion was seconded by Tom Pigati. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Other Business

Approval of Modify PY 20 WIOA Grant

Cary informed members that a request is being made to move funding from Individual Training Account (ITA) to the Registered Apprenticeship cost category if it becomes necessary after the Business Relations Representative Service Team does outreach to promote the Registered Apprenticeship Program and also to move funding from Dislocated Worker ITA to Adult ITA in the amount of up to \$300,000 due to the available funding in the PY 19 Rapid Response grant for Dislocated Worker ITA costs if it becomes necessary. Annette explained that we may not need to transfer the whole amount at this time but requests the flexibility to do so if funding is needed.

Dr. Jerry Corcoran motioned to approve to approve the request to modify the PY 20 WIOA Grant as stated above. Motion was seconded by Linda Hessenberger. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Approval to Modify PY 20-PY 21 Plan to include the negotiated Performance Measures

Carrie informed members that she and Joel recently negotiated the Performance Measures for PY 20-PY21 with DCEO. She said that the negotiated performance measures need to be included with the PY

20 Plan that was submitted to DCEO earlier in the year. Deana Jones motioned to approve the PY 20-PY 21 Plan Modification to include the Performance Measures as negotiated. Motion was seconded by Vanessa Hoffeditz. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

PY 20 Memorandum of Understanding Corrections (Page 54) Carrie Folken (Action Item)

Referring to the correspondence that was included with the meeting materials, Carrie informed members that a few clerical changes were needed to the PY 20 Memorandum of Understanding (MOU). These corrections were due to DCEO at the end of October, however, we needed to have the approval of both NCI Works and the Chief Elected Officials for formal notification of the corrections. She said that a cover letter will be sent to DCEO confirming the acceptance of these corrections upon approval. Jim Andreoni motioned to concur with the corrections that were made for the PY 20 MOU. Motion was seconded by John Spencer. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|----------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |

| | | | | | |
|--------------------|---|--|-------------------|---|--|
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Youth Additional Eligibility Policy

Carrie provided for members some background regarding Youth Eligibility under the Workforce Innovation & Opportunity Act (WIOA). She said that eligibility criteria for WIOA Youth Services consist of two primary components: 1) Income eligibility (as set by the Lower Living Standard Income Level, updated annually), and 2) Barriers of Employment. Barriers to employment, she said can include:

- School dropout
- Basic Skills Deficient
- Offender
- Homeless
- Pregnant or parenting
- Documented disability
- English language learner

Carrie said that in order to receive services under WIOA, a youth must be income eligible and possess one of the specific barriers listed above. She said that WIOA allows local areas to provide services to youth who are low income, but do not meet one of the above-listed barriers, for up to 5% of the region's youth being serviced in a program year. These participants, she said are considered "youth who need additional assistance" determined by the needs of youth within the region. Carrie said that it is recommended that the definition of "youth who need additional assistance" should indicate five additional barriers that are commonly encountered among at-risk youth in our workforce area, and it based on an assessment of ongoing needs of youth in our communities. She told members that in addition to meeting the low income criteria, up to 5% of youth may qualify under one of the five criteria listed below.

| Barrier | Description |
|------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Addiction | Substance addiction and either participating or soon to enter a rehabilitation/recovery program |
| Limited or no work history | Has not held a job for longer than three (3) consecutive months, or is currently unemployed and was terminated from a job within six (6) months of application; |
| Lack of Parental Involvement | <ul style="list-style-type: none"> • Parents who have limited or no English, who are unable to support their children's school success or entry into the workforce due to language and/or cultural challenges, or • Parents who have a limited, or absence of, work history and cannot guide their children in job seeking activities. |

| | |
|-------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Loss of Caregiver | Experiencing the loss of a primary caregiver due to death, divorce, incarceration, or extended military service. |
| Youth involved in an Alternative School setting | Is attending an alternative school / education program or has been enrolled in an alternative school within the past 12 months.(ISY) |

Teresa Strum motioned to approve the Youth Additional Eligibility Policy as proposed. Motion was seconded by Vanessa Hoffeditz. Roll call vote was taken.

| Name | Yes | No | Name | Yes | No |
|--------------------|-----|----|-------------------|-----|----|
| James Andreoni | X | | Rhonda Krueger | X | |
| Dave Argubright | | | Rob Lentz | X | |
| Ed Bochniak | | | Kevin Lindeman | X | |
| Mary Boogemans | X | | Terry McGuire | X | |
| Linda Burt | X | | Kris Noble | X | |
| Debbie Clausen | | | Dan Payette | X | |
| Dr. Jerry Corcoran | X | | Tom Pigati | X | |
| Marcia Derrer | | | Kevin Reibel | X | |
| Sara Escatel | X | | Cary Robbins | X | |
| Abby Farrell | X | | Len Saunders | | |
| Dan Fitzgerald | | | John Spencer | X | |
| Randy Freeman | | | Amy Soltis Strawn | X | |
| Janet Graham | X | | Teresa Strum | X | |
| Jill Guynn | X | | Joel Torbeck | X | |
| Patty Head | X | | Gerald Waszkowiak | X | |
| Linda Hessenberger | X | | DeAnne White | | |
| Vanessa Hoffeditz | X | | Justin Wiggins | | |
| Deana Jones | X | | Marcie Wiley | | |
| James Knauf | | | | | |

Motion carried.

Opioid Grant Update

Cary informed members that an update for the Opioid Grant was included on the Meeting Agenda and encouraged them to read it.

Apprenticeship Expansion Grant Update

Cary noted that an Apprenticeship Expansion Grant Update was also included on the Meeting Agenda and asked members to review it.

Update on the 1E Small Business Grant

Cary referred members to the Meeting Agenda for the Update on the IE Small Business Grant.

Success Stories

Carrie told members that several success stories were included with the meeting materials and encouraged members to read them. She said that she attended each of the County Board meetings recently and shared success from each of the respective counties. Teresa commented and members echoed her sentiments about the positive impact that the program has on their lives.

Public Comments / Recognition of Guests

Carrie thanked members for participating in the Zoom meeting and appreciated getting the items approved. Cary and Linda echoed Carrie's comment saying that it was nice to see everyone and are looking forward to meeting again in person.

Dianna Schuler was recognized as being on Zoom call.

Adjournment

With there being no further business, Linda Burt motioned to adjourn. Motion was seconded by Jim Andreoni. Motion carried. Meeting adjourned at 6:00 p.m.

Jo Ann Johnson

Approved by:



Patty Head
NCI Works Secretary