

**NCI Works
Zoom Meeting Minutes
May 4, 2021**

The NCI Works Meeting was called to order at 12:03 p.m. by Co-Chair Cary Robbins. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
Dave Argubright		X	Rhonda Krueger	X	
Lyndsay Bliss		X	Rob Lentz		X
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt		X	Kris Noble	X	
Danelle Burrs	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			

PROXIES: Abby Farrell to Amy Soltis-Strawn

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

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 Kevin Reibel and seconded by Dr. Jerry Corcoran to approve the Consent Agenda as presented. Roll call vote was taken:

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

The following items were approved in the Consent Agenda:

- March 2, 2021 NCI Works Meeting Minutes
- Youth Committee (April 13, 2021 Meeting)
 - ◆ Approval to Extend Youth Contract with Bureau, Henry Stark Regional Office of Education
 - ◆ Approval to Extend Youth Contract with Regional Office of Education #35
 - ◆ Approval to Extend Youth Contract with Regional Office of Education #47

Business Meeting

Oversight Committee

Gerald informed members that the Oversight Committee met prior to the NCI Works Meeting and discussed and recommends their approval of several items.

Approval of the Financial Reports

Gerald Waszkowiak motioned to approve the January and February 2021 Financial Reports. Motion was seconded Dan Fitzgerald. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Approval of 3rd Quarter Performance Report

Gerald Waszkowiak motioned to approve the 3rd Quarter Performance Report. He noted that all measures have either been met or exceeded. Motion was seconded by Dan Fitzgerald. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Review of the Partner Report

Vanessa asked if there was a reason that National Able declined to report their numbers. Carrie responded that we can only ask each partner to provide us with the information.

Gerald Waszkowiak motioned to approve the 3rd Quarter Partner Report. Motion was seconded by Dan Fitzgerald. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		

Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Approval to Recertify Training Programs (effective 11/01/2020) (Action Item)

Gerald Waszkowiak motioned to approve and recertify the following programs submitted by IL Valley Community College to the Eligible Training Provider list:

- Advanced Automotive Technology
- Agricultural Business Management
- Auto Brakes, Suspension Alignment
- Basic Automotive Technology
- Certified Nursing Assistant
- Certified Nursing Assistant Refresher Course
- Computer Numerical Control (CNC) Operator
- Driveability
- Emergency Medical Technician – Basic
- Engine Performance
- Heating, Ventilation and Air Conditioning Certificate
- Industrial Maintenance Certificate
- Machinist Tool Die Certificate
- Medical Administrative Assistant
- Nursing (RN)
- Phlebotomy Certificate
- Practical Nursing
- Process Operation Technology
- TDT Equipment Refresher Training
- Truck Driving Training Advanced Proficiency Certificate
- Welding Advanced Construction Certificate
- Welding Basic Construction Certificate
- Welding Production Certificate
- Certified Nursing Assistant

Motion was seconded by Dan Fitzgerald. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Gerald Waszkowiak motioned to approve and recertify the following program submitted by Sauk Valley Community College to the Eligible Training Provider List:

- o Pharmacy Technician Program with Clinical Externship

Motion was seconded by Dan Fitzgerald. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried

Other Business

Approval of PY 21 Memorandum of Understanding (MOU) Document & One Stop System Budget

Carrie provided an overview of the changes to the MOU that was included with the meeting materials. She said that more information needed to be included as to how the One Stop Operator was being billed and funds collected. She noted that IDES requested some verbiage change from their legal department, but other than some minor clerical errors nothing has changed on the narrative. John Spencer motioned to approve the MOU Document as presented. Motion was seconded by Randy Freeman. Roll Call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

In regards to the One Stop System Budget, Carrie reported that the Partners met with an Independent Negotiator four times and prepared the final budget for approval. Vanessa Hoffeditz motioned to approve the One Stop System Budget as presented. Motion was seconded by Ed Bochniak. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Grant Modifications

Annette Pace requested approval for a modification to the **PY 20 WIOA** formula grant to increase Dislocated Worker funding in the amount of \$107,177 (per DCEO revised Dislocated Worker formula allocations to incorporate an additional \$3 million in Statewide Rapid Response funding to support the provision of career and training services over the next 15 months due to the impact of COVID 19). Dan Fitzgerald motioned to approve the modification to the PY 20 WIOA formula grant as presented. Motion was seconded by Kevin Reibel. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Annette Pace Requested approval to include an additional \$8,177.77 in reallocated **Dislocated Worker** funding to the modification (above), and also to request approval to include any **Incentive Funds** that may be awarded this year to the modification or a subsequent modification if it should become necessary. Last year Incentive Funds in the amount of \$26,032.00 were rolled into the WIOA grant. Previously the procedure was to award those funds in a separate Incentive Grant. Gerald Waszkowiak

motioned to approve the additional \$8,177.77 in reallocated Dislocated Worker funding to the modification and to request approval to include an Incentive Funds that may be awarded this year to the modification or a subsequent modification if it should become necessary. Motion was seconded by Dr. Jerry Corcoran. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Annette Pace requested approval to modify the **Opioid Grant** in the event that we have to ask for additional money from DCEO before the next incremental funding is granted. Randy Freeman motioned to modify the Opioid Grant in the event that we have to ask for additional money from DCEO before the next incremental funding is granted. Motion was seconded by Vanessa Hoffeditz. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Carrie informed members that each year we need to establish a grant for the next Program year. She said that in order to meet the State's deadlines, we are requesting approval to establish and submit **WIOA Grant #PY21-681004** for the period 07/01/21-06/30/23. Dan Fitzgerald motioned to approve the establishment of PY 21 grant for the period of 07/01/2021 – 06/30/2023. Motion was seconded by Danelle Burrs. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Computer Purchase Request

Carrie requested to purchase 19 replacement desktop computers for the Resource Rooms and 11 replacement laptop computers for staff. She said that in the past, the incentive money was used to purchase computers, however, this year, DCEO added our incentive funds of \$26,032 to our formula grant so no separate grant will be established. Carrie told members that due to COVID 19 our staff travel and training costs that are usually budgeted for \$30,000 - \$35,000 each will be less than \$10,000 each for Program Year 2020. She said that funds for this purchase are available for this purchase. Danelle Burrs motioned to approve the computer purchase as requested. Motion was seconded by Terry McGuire. Roll call vote was taken.

Name	Yes	No	Name	Present	Absent
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire	X	
Linda Burt	X		Kris Noble	X	
Danelle Burrs	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			Len Saunders		
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		
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones			Marcie Wiley		
James Knauf					

Motion carried.

Opioid Grant Update

Randy asked if any statistics were available for the Opioid Grant in terms of lowering the number of addictions. Carrie said that she did not have any of that information, but would be attending a meeting at the end of the week and will see if such information is available. Members briefly discussed businesses drug policies and how they may be changing if at all.

Apprenticeship Expansion Grant Update

Dianna Schuler informed members that she did not have much to add to the report that was included on the Agenda. She told members that DCEO is applying to the Department of Labor for another round of Apprenticeship Grants. Dianna said that we have been encouraged to apply for funding for the Apprenticeship Grant and suggested including an Intermediator position along with the Navigator that we already have. Dianna said that Nikelle is with our agency through December and is hoping that the grant comes through before she leaves.

Update on the 1E Small Business Grant

Dianna reported that that the last request for reimbursement has been received and the check will be issued next week. Once the check is issued, Dianna said, Annette will close out the grant.

Partner Updates/Success Stories

Carrie informed members that 2 success stories were included with the meeting materials and encouraged members to read about their succeeded. She told members that a few months ago she invited Partners to share updates and successes with members. Carrie noted that Rhonda submitted an

update that was included on the Agenda.

Public Comments / Recognition of Guests

Dianna Schuler reminded members that through the Business Liaison & Marketing Committee, NCI Works has produced Podcasts with John Spencer being the host. She told members that they are entitled "Getting Work" and can be accessed through the NCI Works website as well as various platforms. Dianna told members that the last Podcast featured Lissa Olson, Outreach Coordinator with the LaSalle County Veterans Assistance Commission. Lissa talked about how their services assist with the veterans' population in our area. Dianna also thanked John for hosting the Podcast for the past four years.

Carrie told members that Lissa is a member of the Targeted Population Committee and provides a great deal of information on the veteran population.

Randy Freeman reminded members to be diligent with accessing unfamiliar emails and information on their computers referencing the recent hacks in the LaSalle and Bureau County area. Cary commented that computer security is on the top of their list.

Adjournment

With there being no further business, John Spencer motioned to adjourn. Motion was seconded by Kevin Lindeman and carried. Meeting adjourned at 12:44 p.m.

Jo Ann Johnson

Approved by:



Patty Head
Secretary