

**NCI Works  
Zoom Meeting Minutes  
July 6, 2021**

The NCI Works Meeting was called to order at 12:02 p.m. by Co-Chair Cary Robbins. Roll Call was taken.

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
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			Kris Noble	X	
Danelle Burrs	X		Dan Payette	X	
Dr. Jerry Corcoran	X		Tom Pigati	X	
Marcia Derrer	X		Kevin Reibel		
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:** Linda Burt to Cary Robbins; Kevin Reibel to Randy Freeman

**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 Randy Freeman and seconded by Vanessa Hoffeditz to approve the Consent Agenda as presented. Roll call vote was taken:

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Dave Argubright			Rhonda Krueger		
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans			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			Cary Robbins	X	
Abby Farrell	X		Len Saunders		
Dan Fitzgerald			John Spencer	X	
Randy Freeman	X		Amy Soltis Strawn	X	
Janet Graham	X		Teresa Strum		
Jill Guynn			Joel Torbeck	X	
Patty Head	X		Gerald Waszkowiak	X	
Linda Hessenberger	X		DeAnne White	X	
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones	X		Marcie Wiley		
James Knauf	X				

Motion carried.

The following items were approved in the Consent Agenda:

- May 4, 2021 NCI Works Meeting Minutes
- Executive Committee (May 10, 2021 Special Meeting)
  - Rapid Response Grant Modification (extend grant to June 20, 2022 and Transfer Case Management balance of funding to the Rapid Response Case Management Grant)

## Business Meeting

### Oversight Committee

Gerald Waszkowiak informed members that the Oversight Committee met prior to the NCI Works meeting and reviewed the **March & April Financial Reports** and did not find any discrepancies. Tom Pigati motioned to approve the Mary & April Financial Reports. Motion was seconded by John Spencer. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger		
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans			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			Cary Robbins	X	
Abby Farrell	X		Len Saunders		
Dan Fitzgerald			John Spencer	X	
Randy Freeman	X		Amy Soltis Strawn	X	
Janet Graham	X		Teresa Strum		
Jill Guynn			Joel Torbeck	X	
Patty Head	X		Gerald Waszkowiak	X	
Linda Hessenberger	X		DeAnne White	X	
Vanessa Hoffeditz	X		Justin Wiggins		

Deana Jones	X		Marcie Wiley		
James Knauf	X				

Motion carried.

Gerald told members that the Oversight Committee approved the certification of the **160 Hour CDL Program with Midwest Safe Driving School**. Gerald Waszkowiak motioned to approve the 160 Hour CDL Program with Midwest Safe Driving School. Motion was seconded by Vanessa Hoffeditz. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger		
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans			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			Cary Robbins	X	
Abby Farrell	X		Len Saunders		
Dan Fitzgerald			John Spencer	X	
Randy Freeman	X		Amy Soltis Strawn	X	
Janet Graham	X		Teresa Strum		
Jill Guynn			Joel Torbeck	X	
Patty Head	X		Gerald Waszkowiak	X	
Linda Hessenberger	X		DeAnne White	X	
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones	X		Marcie Wiley		
James Knauf	X				

Motion carried.

Gerald said that the Oversight Committee also approved the **Request to Petition Training Programs to the State to be included on the Demand Occupational Training List**. Carrie informed members that effective July 1, 2021 the Demand Occupational Training List was released to support the Eligible Training Provider List. She explained that in order for occupations to be included on the DOTL they must have a projected over 600 annual openings. The criteria, she said, also includes minimum education and median wages per occupation. Carrie told members that she compared the Eligible Training Provider List to the Demand Occupation Training List and there were only a few occupations that did not meet the new criteria. Those include the Agriculture programs at IL Valley Community College and Sauk Valley Community College; the CAD program at IL Valley Community College and the Renewable Wind Energy program at Illinois Valley Community College. Carrie told members that since these occupations are listed as high growth in our local and regional plans she request that the Oversight Committee authorize her to petition the state to add the following programs to the DOTL:

- Agriculture programs at IL Valley Community College & Sauk Valley Community College
- CAD program at IL Valley Community College
- Renewal Wind Energy program at Illinois Valley Community College

Randy Freeman motioned to authorize Carrie to petition DCEO to add the aforementioned programs to the DOTL. Motion was seconded by Patty Head. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger		
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans			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			Cary Robbins	X	
Abby Farrell	X		Len Saunders		
Dan Fitzgerald			John Spencer	X	
Randy Freeman	X		Amy Soltis Strawn	X	
Janet Graham	X		Teresa Strum		
Jill Guynn			Joel Torbeck	X	
Patty Head	X		Gerald Waszkowiak	X	
Linda Hessenberger	X		DeAnne White	X	
Vanessa Hoffeditz	X		Justin Wiggins		
Deana Jones	X		Marcie Wiley		
James Knauf	X				

Motion carried.

## Other Business

### Request Approval for any Grant Modifications

Carrie explained that the “Request Approval for Any Grant Modification” will be put on NCI Works Meeting Agendas as a possible action item should any grants require a modification. Carrie told members that during the DECO monitoring last week it was mentioned that we may want to modify the Apprenticeship Grant since when the original grant was received it included expenses such as travel and meeting room costs. She said that since COVID the travel and meeting room costs were not used, so the monitors suggested that the grant be modified to a more realistic budget. Carrie said that the grant will go through December 31, 2021. Vanessa Hoffeditz motioned to approve the request to modify the Apprenticeship Grant. Motion was seconded by Danelle Burrs. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger		
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans			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			Cary Robbins	X	
Abby Farrell	X		Len Saunders		
Dan Fitzgerald			John Spencer	X	

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

Motion carried.

### Opioid Grant Update

Cary mentioned that an Opioid Grant Update was included on the meeting agenda. Carrie told members that BEST, Inc. is still waiting for the incremental funding to come through the State. She reminded members that in order for our area to receive the incremental funding, the state as a whole, has to meet 70% of expenditures. Carrie said that our area met that requirement in February, but since the state did not, we were not able to receive the incremental funding. Once the state reaches their 70% expenditure level, then the incremental funding will be distributed. In the meantime, Carrie told members that the eligible participants in the Opioid Grant were co-enrolled in the WIOA program so that they could continue receiving the services they needed. Carrie also told members that the Opioid Grant was extended to June 30, 2022 and hopefully we will continue to move forward and enrolling individuals in the grant. Randy Freeman thanked Carrie for the updates and commented on the positive successes that have come from the grant.

### Apprenticeship Expansion Grant Update

Carrie informed members that the Notice of Funding Opportunities (NOFO) has been released and is due at the end of August. She said that Dianna will be working on the grant application. Carrie told members that the State is planning to announce the grant awards during Apprenticeship Week.

### Partner Updates/Success Stories

Cary acknowledged the success story that was provided on the Agenda. Partners were then asked to provide any updates for members.

Vanessa Hoffeditz stated that Tri-County Opportunities Council has received a lot of funding for rental assistance to help those residents impacted by COVID. All other programs are continuing.

Jim Knauf said that their staff has seen a decline in customers due to COVID. He told members that they have not been told when they will return to their offices, but in the meantime, he said that some staff do come in to the office but that they are not able to meet with their clients in person.

### Discussion of Future Meetings

Carrie informed members that the Governor's Executive Order for remote meetings will expire on July 24, 2021 and asked for their input for future meetings. She said that we have looked at the Bylaws and it requires that a majority of a quorum is needed in order to conduct business. Carrie said if we could get a majority of a quorum at one or more actual meeting sites then the other members could call in. She also asked if members were interested in moving back to evening meetings. Although the Executive

Order expires on July 24, 2021, Carrie said, it is rumored that there is talk about electronic meetings being continued. Danelle Burrs asked how many members constitutes a majority of a quorum. Carrie responded that 10 members are needed for a majority of a quorum. Randy commented that he would like to see some type of hybrid that would allow for both in-person and electronic. He also noted that he was going to talk with his legislators about the possibility of changing the legislation to allow for electronic meetings. Cary responded that he would prefer to continue to meet virtually but also need to make sure that we are in compliance with the Open Meetings Act. Discussion was held with all members either voicing their preference or group chatting on Zoom their preference. Jo Ann asked members if they knew of any meeting rooms that could accommodate the NCI Works meetings and yet be in compliance with the CDC guidelines to let her know. Members asked about contacting legislators to change the law. Carrie informed members that BEST, Inc. is not a lobbying organization so if members wanted to make contact with legislators it would be up to them.

#### Public Comments / Recognition of Guests

Carrie recognized Dianna Schuler and Annette Pace with BEST, Inc. as attending the meeting.

Randy Freeman notified members that he is seriously thinking of becoming President of the Tri-County Opportunities Council Board. He said it would not have any impact on him serving on NCI Works, but wanted members to know.

Randy also asked members to include the family/friends of Norman Sedlock (LaSalle County Board Member) who recently died.

#### Adjournment

With there being no further business, John Spencer motioned to adjourn. Motion was seconded by Terry McGuire and carried. Meeting adjourned at 12:45 p.m.

Jo Ann Johnson

Approved by:



Patty Head  
Secretary