

**Northwest Central IL Works (NCI Works) Executive Committee  
Zoom Meeting Minutes  
January 5, 2021**

The NCI Works Executive Committee meeting was called to order at 12:00 Noon by Co-Chair Cary Robbins. Roll call was taken.

Name	Present	Absent	Proxy	Name	Present	Absent	Proxy
Linda Burt			X	Amy Soltis-Strawn	X		
Patty Head			X	Teresa Strum		X	
Vanessa Hoffeditz	X			Gerald Waszkowiak	X		
Cary Robbins	X			DeAnne White	X		

**OTHERS PRESENT:** Ed Bochniak, Abby Farrell, Randy Freeman, Rhonda Krueger, Carrie Folken, Jo Ann Johnson

Approval of Meeting Minutes

Gerald Waszkowiak motioned to approve the September 29, 2020 Executive Committee Meeting Minutes as presented. Motion was seconded by Amy Soltis Strawn. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Linda Burt	X		Amy Soltis-Strawn	X	
Patty Head	X		Teresa Strum		
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Cary Robbins	X		DeAnne White	X	
Ed Bochniak	X		Abby Farrell	X	
Randy Freeman	X		Rhonda Krueger	X	

Motion carried

**Business Meeting**

Review of the Financial Reports

Carrie provided an overview of the October 2020 Financial Reports in the absence of Annette Pace. Direct Training expenditures are currently at 65% with a projection of 57% by the end of June 2021. Carrie told members that we have 2 years in the grant cycle to meet the 20% Work Based Learning expenditure. Therefore, she said we are still reporting on 2019 until June 30, 2021. Currently, the Work Based Learning expenditure is at 22.8% with a project of 23% by the end of June 2021. Carrie informed members that we do need to get more Work Based Learning enrollments, but with COVID employers are not hiring at this time. She said that we are hoping that these numbers will start to increase. Gerald motioned to approve the October 2020 Financial Reports as presented. Motion was seconded by Randy Freeman. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Linda Burt	X		Amy Soltis-Strawn	X	
Patty Head	X		Teresa Strum		
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	

Cary Robbins	X		DeAnne White	X	
Ed Bochniak	X		Abby Farrell	X	
Randy Freeman	X		Rhonda Krueger	X	

Motion carried.

Approval of Modify Opioid Grant

Carrie informed members that we are asking for approval to modify the Opioid Grant. She told members that we are not asking for additional money, only to transfer any remaining available funds from line items to the DRE Wage/Benefit cost category to allow program activity through January. It is expected, Carrie said, that the second phase of incremental funding should be available in January. Carrie reminded members that this grant is a portioned grant where we receive 1/3 of the funding at a time. Carrie explained that the Chief Elected Officials voted to approve this modification at their December 21, 2020 meeting. Since we were out of funding to pay for the Disaster Relief staff, we contacted Linda Burt and Cary Robbins to their permission to submit the modification. Randy Freeman motioned to approve the Opioid Grant modification effective December 21, 2020. Motion was seconded by Vanessa Hoffeditz. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Linda Burt	X		Amy Soltis-Strawn	X	
Patty Head	X		Teresa Strum		
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Cary Robbins	X		DeAnne White	X	
Ed Bochniak	X		Abby Farrell	X	
Randy Freeman	X		Rhonda Krueger	X	

Randy asked if the Opioid grant would be extended. Carrie said that she has heard from the State that if funding is available they will allow for extension. She said that only 5 workforce areas in the state received the money and she is aware the some are not spending any of the money.

With there being no further questions, the motion was carried.

Training Programs for Approval from IL Valley Community College

Carrie referred members to their meeting packet that included 5 programs from Illinois Valley Community College to be added to the Eligible Training Provider List. She said that programs being considered are:

- SMAW Basic Welding Certificate
- GMAW Intermediate Welding Certificate
- Basic Dental Office Management Certificate
- Basic Computer Aided Drafting Certificate
- Agronomy AAS

DeAnne White motioned to approve the following programs from Illinois Valley Community College and add them to the Eligible Training Provider List:

- SMAW Basic Welding Certificate
- GMAW Intermediate Welding Certificate
- Basic Dental Office Management Certificate
- Basic Computer Aided Drafting Certificate

➤ Agronomy AAS

Motion was seconded by Ed Bochniak. Roll call vote was taken.

Name	Yes	No	Name	Yes	No
Linda Burt	X		Amy Soltis-Strawn	X	
Patty Head	X		Teresa Strum		
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Cary Robbins	X		DeAnne White	X	
Ed Bochniak	X		Abby Farrell	X	
Randy Freeman	X		Rhonda Krueger	X	

Motion carried.

**Other Business**

Status Reports for Special Grants

Carrie pointed out that updates on the Opioid and Apprenticeship grants were included on the Meeting Agenda and encouraged members to read them. She also told members that since NCI Works all partners in the One Stop System that she asked Partners, beginning in March, to provide an update on their agency. Carrie noted that we would include the updates on the Agendas so that all members would be familiar with each of the partners and not just Title I. Carrie also noted that Vanessa and Rhonda are always willing to assist in whatever they can do.

Rhonda stated that she will provide a summary but commented that IDES is buried and the staff are trying to keep their heads above water. She told members that it is just mind-boggling and hard to explain, but she will do her best to put an update in writing. Rhonda did say that all IDES business is handled through the phone and they now have security guards posted outside their doors.

NCI Works Committee Membership Update

Carrie informed members that a copy of the updated NCI Works Membership List was included with the meeting materials. She said that she is working to fill a business representative vacancy from LaSalle County.

Public Comments

Adjournment

With there being no further business, Randy Freeman motioned to adjourn. Motion was seconded by DeAnne White. Motion carried. Meeting adjourned at 12:18 p.m.

Jo Ann Johnson

Approved by:



Patty Head  
Secretary