

**NCI Works
Meeting Minutes
March 1, 2022**

The NCI Works Meeting was called to order at 12:00 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			Terry McGuire		X
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette		
Sara Escatel	X		Tom Pigati	X	
Abby Farrell			Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones		X	DeAnne White		X
Bill Keene	X		Justin Wiggins		X

PROXIES: Mary Boogemans to Vanessa Hoffeditz, Linda Burt to Vanessa Hoffeditz, Abby Farrell to Amy Soltis Strawn, Dan Payette to Kevin Lindeman

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. Dr. Jerry Corcoran motioned to approve the Consent Agenda. Motion was seconded by Gerald Waszkowiak. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		

Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		
Bill Keene	X		Justin Wiggins		

Motion carried.

The following items were approved in the Consent Agenda:

- NCI Works November 2, 2021 Meeting Minutes
- Ratified Actions from the NCI Works Executive Committee January 4, 2022
 - Approved of September & October 2021 Financial Reports
 - Approved to Modify 1E Grant
 - Approved Medical Assistant Certificate with IL Valley Community College
 - Approved 160 Hour CDL Program with Midwest Safe Driver, LLC
 - Approved Commercial Drivers License Program with Sauk Valley Community College
 - Approved One Stop Operator Request for Proposal Release by Tri-County Opportunities Council
 - Approved Revised Work-Based Learning Job Shadowing Transitional Jobs Policy for Youth
 - Approved Revised Work-Based Learning Job Shadowing Transitional Jobs Policy for Adults and Dislocated Workers
 - Approved the Opioid Grant Modification
 - Approved 2022 NCI Works & Committee Meeting Schedule
- Youth Committee February 8, 2022 Meeting
 - Approved Revised Youth Incentives

Business Meeting

Oversight Committee

Gerald informed members that the Oversight Committee met and made a motion to approve the following documents:

- November & December 2021 Financial Reports
- 2nd Quarter Report for Title IB
- 2nd Quarter Partner Report

Motion was seconded by John Spencer. Roll Call vote was taken.

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

Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		
Bill Keene	X		Justin Wiggins		

Motion carried.

Gerald said that the Oversight Committee also reviewed the Partner Referral Form that was included with the meeting materials.

Other Business

Report of Outcome for PY 2021 MOU Modification

Carrie informed members that Partners are in the process of negotiating the Memorandum of Understanding (MOU) and Budget for next Program Year. She said that the partners have met and determined the full-time equivalency of each Partner so the budget could be finalized. She said that staff are asking for NCI Works to give permission to Cary Robbins and Linda Burt, as co-chairs, to sign off on the Report of Outcome that is due to DCEO on April 17. Carrie referred members to a copy of the Report that was included with the meeting materials. She said that the report simply notifies that state that the Partners are either in agreement or not. If for some reason there is not an agreement, Carrie said, that Partners have until July 1 to agree. Randy Freeman motioned to allow Cary Robbins and Linda Burt to sign the Report of Outcomes for the PY 21 MOU Modification. Motion was seconded by Dan Fitzgerald. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	

Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		
Bill Keene	X		Justin Wiggins		

Motion carried.

PY 2020-2024 Plans Modifications

Carrie informed members that during the planning process in 2019 and 2020 we all had visions of doing great things and then the lockdown forced us to do things differently. She told members that the State has asked all Locals and Economic Development Regions to modify the current Plan to include what we learned through the COVID pandemic and how we will move forward in serving customers. Carrie referred members to the information that was included with the meeting materials noting that all of the modifications were identified on the Formal Letter Template. Carrie reminded members that Local Workforce Area #4 is broken up into 2 Economic Development Regions which is why there are 2 EDR Plan modifications for their review and approval. She told members that due to the size of the documents, Jo Ann provided links to the Local Plan and the Economic Development Regions Regional Plans that are located on the NCI Works website.

Approval of PY 2020 Local Plan

Teresa Strum motioned to approve the Local Plan Modification as presented. Motion was seconded by Patty Head. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		

Bill Keene	X		Justin Wiggins		
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Motion carried.

Approval of PY 2020 EDR #5 Regional Plan

Kevin Reibel motioned to approve the EDR #5 Regional Plan as presented. Motion was seconded by Vanessa Hoffeditz. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		
Bill Keene	X		Justin Wiggins		

Motion carried.

Approval of PY 2020 EDR #6 Regional Plan

Kevin Reibel motioned to approve the EDR #6 Regional Plan as presented. Motion was seconded by John Spencer. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rhonda Krueger	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak	X		Kevin Lindeman	X	
Mary Boogemans	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel	X		Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		

Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller	X		Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck	X	
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		
Bill Keene	X		Justin Wiggins		

Motion carried.

Request approval for any grant modifications (if necessary)

Carrie said that there were not any additional modifications needed. However, she said that we will keep it on the Agenda for future meetings.

One Stop Operator Recommendation

Vanessa Hoffeditz informed members that Tri-County Opportunities Council released a Request for Proposal for a One Stop Operator. She said that proposals were received from Career TEAM and a Partner Consortium consisting of Illinois Department of Employment Security, IL Department of Human Services/Vocational Rehabilitation, IL Valley Community College Adult Education and Business Employment Skills Team, Inc. Vanessa said that a summary of the raters results were included with the meeting materials. She told members that the consensus of the raters were to award the One Stop Operator to the Partner Consortium. Vanessa said that the raters felt that their knowledge of the area and regions was an asset to the One Stop System. Gerald Waszkowiak motioned to accept the proposal submitted by the Partner Consortium (Illinois Department of Employment Security, IL Department of Human Services/Vocational Rehabilitation, IL Valley Community College Adult Education and Business Employment Skills Team, Inc.). Motion was seconded by Linda Hessenberger. 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	X		Terry McGuire		
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		
Dr. Jerry Corcoran			Kris Noble	X	
Marcia Derrer	X		Dan Payette	X	
Sara Escatel			Tom Pigati	X	
Abby Farrell	X		Kevin Reibel	X	
Dan Fitzgerald	X		Cary Robbins	X	
Randy Freeman	X		Len Saunders		
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Josephine Herrera-Miller			Teresa Strum	X	
Linda Hessenberger	X		Joel Torbeck		
Vanessa Hoffeditz	X		Gerald Waszkowiak	X	
Deana Jones			DeAnne White		

Bill Keene	X		Justin Wiggins		
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Abstaining from the discussion and voting due to conflict was: Joel Torbeck, Sara Escatel, Dr. Jerry Corcoran, Josephine Herrera-Miller, Rhonda Krueger.

Kris Nobel said that as a new reader/rater she talked with Vanessa regarding the Partner Consortium and had a difficult time grasping what the role of the consortium did for the One Stop System. Vanessa said that Kris' comments would be included during negotiations.

Motion carried.

One Stop Partners Update

Carrie invited Partners to extend any information relating to their agency to NCI Works members. She said that this is a great opportunity to share information about their programs, services, success stories, or anything related to the One Stop System.

Sara Escatel with Illinois Valley Community College Adult Education informed members that they now have an online application process for anyone requesting ABE or Adult Education services. Sara also told members that they now have a social media presence which has generated interests in spring and summer classes.

Vanessa Hoffeditz told members that Tri-County Opportunities Council has funding available for individuals that have been affected by COVID with such things like rent and transportation. They are also working with the City of Peru to help with the residence who have been affected by COVID with quarantines, loss of hours or job loss due to the pandemic. Vanessa told members that Tri-County Opportunities Council is accepting scholarship applications and referred members to their website. Vanessa also told members that the Energy Assistance staff are taking a lot of applications for individuals with high utilities. She said that program runs through the end of May.

Danelle Burrs informed members that the Lee County Farm Bureau is working with the CDL program to launch new scholarship initiatives. Scholarship applications will be available between March 1–31. Danelle said that 20 \$1,000 scholarships are being award. This program will be done on a continual basis (March 1, June 1, September 1 and December 1). More information is available at www.iaafoundation.org.

Joel Torbeck told members that BEST, Inc. will be kicking off a summer program for students 14-21 years old with jobs starting in June. He said that staff are looking for people who want to work for the summer. If anyone is interested they should contact Dixon Program office. Joel also told members that staff are recruiting for Dislocated Workers. He commented that the numbers are lower than they should be so if anyone knows of an individual that may be considered a Dislocated Worker to let him know.

One Stop Operator Update

Joel reported that the state has lifted the mask mandate in most cases. He said that masks are required during appointments. Joel told members that partners have not heard from the state when the "open by appointment" will be changed. Rhonda commented that IDES staff have not heard anything about opening without an appointment. She said that currently customers are allowed in by appointment only and mask mandate is required when dealing with the general public. Appointments, Rhonda said, are still be handled by calling the 800 number. She did say that agency materials are available on a table in

the hallway. Rhonda added that the number of appointments have declined and now most of the appointments are for individuals needing their 1099s.

Opioid Grant Update & Apprenticeship Expansion Grant Update

Cary told members that the Opioid Grant and Apprenticeship Grant Updates were included on the Meeting Agenda. Carrie stated that staff provide these updates as a way to keep members informed so they know what is being done and what is being planned. Cary thanked staff for the updates and for keeping everyone informed.

Success Stories

Cary reported that BEST Success Stories were included with the meeting materials and encouraged members to read them.

NCI Works Meeting Schedule

Cary noted that the next meeting will be Tuesday, May 3, 2022. He reminded members that the full 2022 Meeting Schedule was listed on the Agenda.

Public Comments / Recognition of Guests

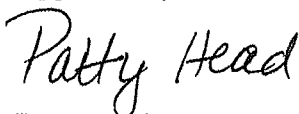
Randy suggested that we look at continuation of the Zoom format for full Board and Committees. He pointed out that meeting via Zoom allows for a greater number of members participating. Randy said that he would like to see NCI Works continue with this type of format. Patty Head agreed with Randy commenting that the price of gas could prohibit attendance in person. Carrie told members that as long as there is a disaster declaration from the Governor we can continue to meet electronically. She said that the Bylaws also include a statement for us to continue to meet electronically due to the size of the Local Workforce Area. Carrie told members that she appreciates everyone for attending and thanked them for their support.

Adjournment

With there being no further business, Joel Torbeck motioned to adjourn. Motion was seconded by Bill Keene. Motion carried. Meeting adjourned at 12:45 p.m.

Jo Ann Johnson

Approved by



Patty Head
NCI Works Secretary