

**NCI Works  
Zoom Meeting Minutes  
September 6, 2022**

The NCI Works Meeting was called to order at 12:03 p.m. by Secretary, Patty Head. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
Dave Argubright		X	Rhonda Krueger		
Lyndsay Bliss		X	Rob Lentz		X
Ed Bochniak		X	Kevin Lindeman		
Mary Boogemans		X	Terry McGuire	X	
Linda Burt	X		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn		
Linda Hessenberger		X	Teresa Strum		
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

**PROXIES:** Rhonda Krueger to Joel Torbeck, Kevin Lindeman to Dan Payette, Amy Soltis Strawn to John Spencer, Teresa Strum to DeAnne White

**OTHERS PRESENT:** Carrie Folken, Jo Ann Johnson, Dianna Schuler, Annette Pace, Ryan Flannery (IL Dept. of Employment Security)

**Consent Agenda**

Patty informed members that the Consent Agenda was included with the meeting materials. She told members that anyone can remove an item from the Consent Agenda list upon request for discussion. Patty said that each of the Committee Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. Kevin Reibel motioned to approve the Consent Agenda. Motion was seconded by Randy Freeman. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	

Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

The following items were approved in the Consent Agenda:

- May 3, 2022 NCI Works Meeting Minutes
- NCI Works Executive Committee (July 5, 2022 Meeting)
  - ✓ Employer Engagement Committee (June 7, 2022 Meeting Report)
  - ✓ Approval of the Financial Reports (March & April 2022)
  - ✓ Approval to Recertify Program with Castor
  - ✓ Approval to Recertify Programs with IVCC
  - ✓ Approval of the PY 22 Local Plan
  - ✓ Approval of the PY 22 EDR 5 Regional Plan
  - ✓ Approval of the PY 22 EDR 6 Regional Plan
  - ✓ Approval of the PY 22 Budget
- Business Liaison & Marketing Committee (July 20, 2022 Meeting)
  - ✓ Approval of Individual Achievement Award Winner – Shayna Miranda
  - ✓ Approval of Business Leadership Award Winner – Rock Falls Chamber of Commerce

## **Business Meeting**

### **Oversight Committee**

Carrie informed members that Oversight Committee that was scheduled to meet before the NCI Works Meeting was cancelled as Gerald Waszkowiak was unable to attend the meetings. Therefore, Carrie presented the action items for the Oversight Committee.

### **Approval of the Financial Reports May & June 2022**

Carrie presented and provided an overview of the May & June Financial Reports to members. With there being no questions, Randy Freeman motioned to approve the May & June Financial Reports. Motion was seconded by Vanessa Hoffeditz. 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		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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Approval of 4<sup>th</sup> Quarter Partner Report

Carrie presented the 4<sup>th</sup> Quarter Partner Report to members. John Spencer motioned to approve the 4<sup>th</sup> Quarter Partner Report. Motion was seconded by Kevin Reibel. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Approval of 4<sup>th</sup> Quarter Title I B Performance Report

Carrie provided an overview of the Title IB Performance Report that was included with the meeting materials. William Keene motioned to approve the Title IB Performance Report. Motion was seconded by Linda Burt. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Review of the Partner Referral Report

Carrie informed members that the Partner Referral Report was included with the meeting materials. She said that this report is provided to reflect the referrals made to each of the Partners in LWIA #4.

Review of Potential Training Provider

Carrie informed members that we received a Training Provider Application from WyoTech which is an accredited institution in Laramie, Wyoming was requesting to add their Automotive Technology with High Performance Power Trains program to the Illinois Eligible Training Provider List. Carrie told members that locally, the process is that the committee of three which include herself, Joel Torbeck and Jo Ann Johnson would review the provider/program and make a recommendation to include the provider/program on the IL Eligible Training Provider List. Carrie said that the committee of three did review the training application and program from WyoTech and recommended to not accept the provider and program. The reason, Carrie said, is that this institution is an out of state provider that provides onsite training at a training cost of \$29,100 which is higher than the cap allowed by the local workforce board of \$13,500. Continuing, Carrie said that since this is an out of state provider, the student would need to relocate closer to the facility that would include out-of-pocket expenses for the student. She also pointed out that the IL Eligible Training Provider list currently has 15 pages of institutions providing similar training opportunities for students. Carrie told members that the decision

is up to NCI Works as to whether to allow WyoTech to be included on the IL Eligible Training Provider List. She did say that if WyoTech is not pleased with the decision made by NCI Works that there is an appeal process. After discussion, Dr. Jerry Corcoran motioned to support the committee of three's recommendation to deny the provider/ program application from WyoTech. Motion was seconded by Dan Fitzgerald. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

### **Targeted Population Committee**

Vanessa Hoffeditz informed members that the summary of the Targeted Population Committee / Workgroup meeting notes will give members an overview of what the committee/workgroup has been working on. She said that after conducting some surveys and gathering information about the commonalities between the targeted populations of Individuals with Disabilities, Returning Citizens and Veterans, the group is requesting assistance to prioritize their initiatives and asking for approval to move forward. She outlined the initiatives:

Developing an education program for area employers on the targeted population

1. Identify and develop a public service matrix for the targeted population
2. Develop material that provides information addressing the fear of losing benefits

After discussion, DeAnne White motioned to concur with the Committee's recommendation to move forward on the initiatives as outlined. Motion was seconded by Dr. Jerry Corcoran. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

### Other Business

#### Reappointment of NCI Works Members

Carrie informed members that the Chief Elected Officials recently reappointed the following members to a three-year term effective October 1, 2022:

Sara Escatel	Randy Freeman	Janet Graham
William Keene	Patricia Head	Linda Hessenberger
Rhonda Krueger	Terry McGuire	Dwayne Mentgen
Len Saunders	Kevin Reibel	John Spencer
Teresa Strum		

#### Approval of the Trade Grant Modification

Annette informed members that staff are requesting a modification to the Trade Grant to allow for an additional enrollment. William Keene motioned to approve the Trade Grant modification as requested. Motion was seconded by Joel Torbeck. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Request to establish Trade Grant (21-661004)

Annette requested to establish a Trade Grant for the period starting October 1, 2022 through September 30, 2023. Joel Torbeck motioned to approve the request to establish a Trade Grant for the period of October 1, 2022 through September 30, 2023. Motion was seconded by Randy Freeman. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Approval of the PY 22-23 Performance Negotiating Team

Carrie informed members that every 2 years Title I staff, on behalf of the Local Workforce Board, negotiate Performance Measures with DCEO. She requested approval that NCI Works allow her (Carrie Folken) and Joel Torbeck to negotiate the performance measures on their behalf. Vanessa Hoffeditz motioned to approve Carrie Folken and Joel Torbeck as the Performance Negotiating Team. Motion was seconded by Linda Burt. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
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		Dwayne Mentgen	X	
Danelle Burrs	X		Marcie Mulholland		X
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		X
Janet Graham	X		John Spencer	X	
Patty Head	X		Amy Soltis Strawn	X	
Linda Hessenberger		X	Teresa Strum	X	
Vanessa Hoffeditz	X		Joel Torbeck	X	
Deana Jones		X	Gerald Waszkowiak		X
Bill Keene	X		DeAnne White	X	
			Justin Wiggins		X

Motion carried.

Request approval for any grant modifications (if necessary)

None at this time

PY 21 Youth Program Update

Carrie informed members that a summary of the PY 21 Youth Program was included with the meeting materials. She stated that the information included the timeframe of July 1, 2021 through June 30, 2022.

Department of Commerce (DCEO) Monitoring

Carrie told members that DCEO Program and Fiscal monitoring for PY 21 was completed with our exit interview conducted on August 30th the DCEO letter to follow. She said that the State Monitors were very appreciative of all the work the staff did to help make this electronic review such a success. We were given the findings to address and to submit the corrections to the State within 30 days of the letter. Most of the areas that needed attention were for data validation and not programmatic errors. These are considered clerical errors. Fiscal had no findings in their review.

Opioid Grant Update

Carrie referred members to the update that was included on the Meeting Agenda from Kerri Hicks. Carrie noted that the Opioid Grant ended on June 30, 2022. Vanessa asked if this type of program would be offered in the future. Carrie said that state funds are available for similar programs through service providers. Dan Fitzgerald asked about the Peer Support Specialist at LSSI were hired to refill vacancies or if they were newly created positions. Carrie said that she did not know that answer, but would find out. Vanessa gave Kerri kudos for taking on this grant and hopes that the program will be



picked up by another entity. **Note: This is Carrie's response to Dan: "2 of the participants were hired as additional staff as of July 1, 2022 when the grant ran out. These were new positions created for them. The subsidies allowed them to get the training they needed so that they could hire them on when the grant was over. The other individual was co-enrolled in our regular WIOA funding so that her work experience subsidy could extend until February with the hopes that she will have completed the necessary training for her to be hired by LSSI as the 3 additional staff member."**

### Apprenticeship Expansion Grant Update

Dianna Schuler noted that an Apprenticeship Expansion Grant update was included on the meeting Agenda. She told members that although we will not get credit for it, Label Mills is actually at the signing point for their standards. Dianna told members that the Business Services Staff with BEST are continuing to promote Apprenticeship programs along with staff in Local Workforce Area #13 (Quad Cities). After discussion, it was noted that members would like to continue to receive updates on the Apprenticeship initiatives at each meeting.

### Success Stories

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

### NCI Works Meeting Schedule

Patty noted that the next NCI Works meeting will be held on Tuesday, November 1, 2022 at 12:00 p.m. via Zoom.

### Public Comments / Recognition of Guests

Carrie introduced Ryan Flannery to members. Ryan is the Assistant Regional Manager for the IL Dept. of Employment Security.

### Adjournment

With there being no further business, Dr. Jerry Corcoran motioned to adjourn. Motion was seconded by Vanessa Hoffeditz and carried. Meeting adjourned at 12:46 p.m.

Jo Ann Johnson

Approved by:



Patty Head  
Secretary