

**NCI Works  
Virtual Meeting Minutes  
March 7, 2023**

The NCI Works Meeting was called to order at 12:02 p.m. by Co-Chairman Patty Head. 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		X	Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		X
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette		X
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel			Cary Robbins		
Abby Farrell	X		Len Saunders		X
Dan Fitzgerald			John Spencer	X	
Janet Graham			Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White		
Deana Jones		X	Justin Wiggins		X
Bill Keene	X				

**PROXIES:** Sara Escatel to Joel Torbeck, Dan Fitzgerald to Tom Pigati, Janet Graham to Vanessa Hoffeditz, Cary Robbins to Patty Head, DeAnne White to Teresa Strum

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

Co-Chair's Comments

Patty informed members that Linda Burt has submitted her resignation from NCI Works. Patty reported that Linda was appointed to NCI Works in March 2005. She became chair in November 2012. After the merger, Patty said, that Linda co-chaired NCI Works with Cary Robbins but stepped down in November 2022. Patty also noted that Linda was Chair of the Business Liaison & Marketing Committee starting in June 2007. Members wished Linda the best of luck and thanked her for her service.

**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. Vanessa Hoffeditz motioned to approve the Consent Agenda. Motion was seconded by Dr. Jerry Corcoran. Roll Call vote 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	Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		X
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel			Cary Robbins		
Abby Farrell	X		Len Saunders		X
Dan Fitzgerald			John Spencer	X	
Janet Graham			Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White		
Deana Jones		X	Justin Wiggins		X
Bill Keene	X				

Motion carried.

The following items were approved on the Consent Agenda:

- November 1, 2022 NCI Works Meeting Minutes
- Ratify Action from the January 3, 2023 NCI Works Executive Committee Meeting:
  - Approval of the Financial Reports (September & October 2022)
  - Approval of Independent Negotiator for Memorandum of Understanding (MOU) for PY 23
  - Approval to Apply for IE Grant
  - Approval to Modify the PY 22 Trade Grant to allow for Case Management

## Business Meeting

### Oversight Committee

Gerald informed members that the Oversight Committee met prior to the NCI Works meeting and reviewed several items for consideration.

### Approval of the Financial Reports

Gerald informed members that the November & December 2022 Financial Reports were reviewed and the Oversight Committee recommends approval of these reports. Teresa Strum motioned to approve the November & December 2022 Financial Reports. Roll Call vote was taken:

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

Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

### Approval of 2<sup>nd</sup> Quarter Partner Report

Gerald informed members that the Oversight Committee recommends approval of the 2<sup>nd</sup> Quarter Partner Report. Bill Keene motioned to approve the 2<sup>nd</sup> Quarter Partner Report. Motion was seconded by John Spencer. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

### Approval 2<sup>nd</sup> Quarter Title I Performance Report

Gerald told members that the Oversight Committee recommends approval of the Title I Performance Report. Motion was made by Gerald Waszkowiak to approve the 2<sup>nd</sup> Quarter Title I Performance Report. Motion was seconded by Dr. Jerry Corcoran. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

#### Partner Referral Report

Gerald informed members that the Oversight Committee reviewed the Partner Referral Form. He said that this report was provided as an informational item to show the referrals being made between the Partnering Agencies.

#### Approval to Recertify Training Programs for IL Valley Community College

Gerald informed members that the Oversight Committee recommends that approval/recertification of the following programs offered by IL Valley Community College. He said that the reason for the recertification is due to tuition/fee increases. Bill Keene motioned to approve/recertify the following programs offered by IL Valley Community College:

- Accounting
- Accounting Certificate - Basic
- Advanced Accounting Certificate
- Advanced Automotive Technology
- Advanced Renewable Energy Technician Certificate
- Agricultural Business Management
- Agronomy AAS
- Auto Brakes, Suspension Alignment
- Automotive Technology
- Basic Automotive Technology
- Basic Dental Office Management Certificate
- Business Administration
- Business Management
- Certified Nursing Assistant

- Certified Nursing Assistant Refresher Course
- Certified Production Technician Program
- Computer Network Administration
- Computer Networking Certificate
- Computer Numerical Control (CNC) Operator
- Criminal Justice
- Criminal Justice Certificate
- Cybersecurity Associate of Applied Science degree
- Cybersecurity Certificate
- Dental Assisting
- Driveability
- Electronics & Electricians Associate in Applied Sciences
- Emergency Medical Technician - Basic
- Emergency Medical Technician - Paramedic
- Engine Performance
- Engineering Technology AAS
- GMAW Basic Welding Certificate
- GMAW Intermediate Welding Certificate
- GTAW Welding Certificate
- Heating, Ventilation, and Air Conditioning Certificate
- Industrial Electricians Certificate
- Industrial Maintenance Certificate
- Machinist Tool Die Certificate
- Manufacturing Technology
- Marketing
- Medical Administrative Assistant
- Medical Assistant Certificate
- Medical Billing and Coding
- Nursing (RN)
- Office Professional II
- OAW Welding Certificate
- Pharmacy Technician
- Phlebotomy Certificate
- Practical Nursing
- Process Operation Technology
- Renewable Energy Technician Certificate
- SMAW Basic Welding Certificate
- Truck Driver Training
- Truck Driver Training Advanced Proficiency Certificate
- TDT Equipment Refresher Training
- Welding Advanced Construction Certificate
- Welding Basic Construction Certificate
- Welding Construction AAS
- Welding Production AAS
- Welding Production Certificate

Motion was seconded by Gerald Waszkowiak. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

#### Approval to Recertify Training Programs for Sauk Valley Community College

Gerald informed members that the Oversight Committee recommends approving/recertifying the following programs submitted by Sauk Valley Community College:

- Accounting
- Advanced Welder
- Agricultural Mechanics
- Agriculture Business
- Agriculture Production Technology
- Associate Degree Nursing
- Bookkeeping (Accounting) Certificate
- Commercial Drivers License Program
- Computer Information Systems: Business Software Specialist I
- Computer Information Systems: Computer Software Technology
- Computer Information Systems: Networking
- Computer Information Systems: Networking Specialist
- Computer Information Systems: PC Technician
- Computer Information Systems: Server Support Specialist
- Computer Information Systems: Windows Server Administrator
- Computer Information Systems: Business Software Specialist II
- Criminal Justice-Law Enforcement
- Criminal Justice: Corrections
- Electronics: Industrial
- Entrepreneurship & Small Business Management
- Entry Level Welder

- Machining & CNC
- Management
- Management Certificate
- Marketing
- Multicraft Technology
- Nurse Assistant
- Pharmacy Technician Program with Clinical Externship
- Practical Nursing
- Radiologic Technology
- Robotic Welding

Motion by Tom Pigati to approve/recertify the above listed programs submitted by Sauk Valley Community College. Motion was seconded by Kris Nobel. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

### Youth Committee Report

Patty informed members that a copy of the February 14, 2023 Youth Committee Minutes were included with the meeting materials as an informational item.

### Targeted Population Committee/Workgroup Report

Patty informed members that a copy of the Meeting Summary from the February 21, 2023 Targeted Population Committee/Workgroup was included with the meeting materials as an informational item.

### **Other Business**

Carrie requested approval to transfer funds between the Adult and Dislocated Worker grants if needed to meet 80% required expenditure rate set by the State for Adult and Dislocated Worker programs before

the end of the Program Year. Dr. Jerry Corcoran motioned to approve the request to transfer funds between the Adult and Dislocated Worker grants if needed to meet 80% required expenditure rate. Motion was seconded by Gerald Waszkowiak. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	
Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

#### Report of Outcome for PY 2023 MOU Modification

Carrie informed members that the Report of Outcome Report is due to the State on April 15, 2023. She said that this report lets the State know the status of the negotiations for the PY 23 Memorandum of Understanding (MOU) document and MOU budget. Carrie said that the local Partners are working through the process and so far all are in agreement with how the documents are shaping up. She said that the next meeting is being held on March 20, 2023. This document, Carrie said, needs to be signed by the Co-Chairs of NCI Works and the Chair of the Local Elected Officials. John Spencer motioned to authorize the Co-Chairs of NCI Works to sign the Report of Outcome and submit it to the State as required. Motion was seconded by Teresa Strum. 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	X	
Lyndsay Bliss			Rob Lentz		
Ed Bochniak			Kevin Lindeman	X	
Mary Boogemans			Terry McGuire	X	
Linda Burt			Dwayne Mentgen	X	
Danelle Burrs			Marcie Mulholland		
Dr. Jerry Corcoran	X		Kris Noble	X	
Robin Dedmond Thompson	X		Dan Payette	X	



Marcia Derrer	X		Tom Pigati	X	
Sara Escatel	X		Cary Robbins		
Abby Farrell	X		Len Saunders		
Dan Fitzgerald	X		John Spencer	X	
Janet Graham	X		Teresa Strum	X	
Patty Head	X		Joel Torbeck	X	
Linda Hessenberger	X		Gerald Waszkowiak	X	
Vanessa Hoffeditz	X		DeAnne White	X	
Deana Jones			Justin Wiggins		
Bill Keene	X				

Motion carried.

#### Request approval for any grant modifications (if necessary)

Carrie reported that there were no grant modifications at this time.

#### Discussion Regarding Governor's Lifting of the Emergency Declaration

Carrie informed members that the Governor is expected to lift the emergency declaration on May 11 which will no longer allow NCI Works to meet via Zoom as a group. She said that the option will still be available to meet electronically, however, a majority of a quorum is needed to be present at a location that is physically open to the public. Carrie stated that while meeting electronically attendance and participation at the meetings have been great and she would like to see the continued involvement. Carrie told members that NCI Works does have the ability to meet electronically like they did before COVID, but would like to have the members input. Carrie suggested having multiple sites that are open to the public throughout the local workforce area, such as, IL Valley Community College, One Stop Center, Tri-County Opportunities, etc. She said that if the sites were open to the public that they could connect via Zoom so that we could reach a majority of a quorum present. Other members could connect remotely. Carrie asked if anyone had any meeting location that was open to the public to let either her or Jo Ann know so that the site could be added to the list as a meeting location. Dr. Corcoran commented that he supported Carrie's recommendation. Patty Head agreed with Dr. Corcoran.

#### Apprenticeship Activities

Patty informed members that the Apprenticeship Activities update was included on the Meeting Agenda. No comments were received.

#### Opioid Grant Final Follow up

Carrie informed members that the Opioid Grant Follow up that was included on the Meeting Agenda will be the final report since the grant has come to an end. She said that the one person that was enrolled in the grant is no longer worker. Vanessa asked if there has been any discussion of additional funding to reinstate this program. Carrie responded that she has not heard from DCEO about additional funding for the Opioid Grant.

#### Success Stories

Patty encouraged members to read the Success Stories that were included with the meeting materials.

### NCI Works Meeting Schedule

Patty told members that the next NCI Works Meeting will be May 2, 2023 and it will be held virtually.

### Public Comments / Recognition of Guests

Carrie mentioned that Dianna Schuler was on the call.

Tom Pigati mentioned the need for police and fireman in the LaSalle-Peru area and asked members to share the information with those who may be interested in working in that industry. Dr. Corcoran told members that enrollment is down in their program at IL Valley Community College. Kris Nobel said that the program at Sauk Valley Community College is going well. Dwayne said that he would love to help and get information about starting a dual credit program at the LaSalle-Peru Area Career Center.

Tom Pigati told members that the Habitat for Humanity is building 2 homes this year with one being in Princeton and one in Peru. He said that if anyone knows anyone who might be interested to contact Habitat for Humanity.

### Adjournment

With there being no further business, Joel Torbeck motioned to adjourn. Motion was seconded by Terry McGuire. Motion carried. Meeting adjourned at 12:37 p.m.

Jo Ann Johnson

Approved by:

DocuSigned by:

  
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John Spencer  
NCI Works Secretary