

**Oversight Committee (Virtual)
Meeting Minutes
May 2, 2023**

The Oversight Committee Meeting was called to order at 11:34 a.m. by Chairman Gerald Waszkowiak. Roll Call was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

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

Approval of Meeting Minutes

Linda Hessenberger motioned to approve the March 7, 2023 Meeting Minutes. Motion was seconded by Gerald Waszkowiak. Roll Call vote was taken.

Member	Yes	No	Member	Yes	No
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Business Meeting

Review and Approval of the Financial Reports

Gerald informed members that he reviewed the January & February 2023 Financial Reports and did not see any correction. Linda Hessenberger motioned to recommend that NCI Works approve the January & February Financial Reports. Motion was seconded by Tom Pigati. Roll Call vote was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Review & Approval of 3rd Quarter Partner Report

Gerald presented the 3rd Quarter Partner Reporting to members. Carrie noted that the information reported is given by each of the Partners. Tom Pigati motioned to recommend that the NCI Works approve the 3rd Quarter Partner Report. Motion was seconded by Linda Hessenberger. Roll Call vote was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Review of the Partner Referral Report

Gerald stated that the Partner Referral form is an informational item to reflect the referrals done between the partnering agencies. Carrie noted that since more agencies are opening up there has been an increase in referrals.

Review & Approval to Certify Phlebotomy Technician with Clinical Externship Training Program

Gerald informed members that Sauk Valley Community College submitted their Phlebotomy Technician with Clinical Externship Training Program for certification to the State Approved Training List. He stated that a copy of the program application was included with the meeting materials. Tom Pigati motioned to recommend to NCI Works that they approve the Phlebotomy Technician with Clinical Externship Training to the State Approved Training List. Motion was seconded by Gerald Waszkowiak. Roll Call vote was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Review & Approval to Recertify Commercial Drivers License Program

Gerald said that Sauk Valley Community College submitted a recertification for their Commercial Drivers License Program. It was noted that the reason for the recertification is due to a tuition increase. Linda Hessenberger motioned to recommend that NCI Works recertify the Commercial Drivers License Program. Motion was seconded by Tom Pigati. Roll Call vote was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Review & Approval to Recertify Commercial Drivers License Program

Gerald informed members that Midwest Safe Driver LLC has submitted a recertification for their Commercial Drivers License Program. It was noted that the reason for the recertification is due to a tuition increase. Gerald Waszkowiak motioned to recommend that NCI Works recertify the Commercial Drivers' License Program. Motion was seconded by Linda Hessenberger. Roll Call vote was taken.

Member	Present	Absent	Member	Present	Absent
Linda Hessenberger	X		Tom Pigati	X	
Gerald Waszkowiak	X				

Motion carried.

Other Business

Gerald informed members that the next Oversight Committee meeting is scheduled for September 5, 2023.

Public Comments

None

Adjournment

With there being no further business, Tom Pigati motioned to adjourn. Motion was seconded by Gerald Waszkowiak. Motion carried. Meeting adjourned at 11:44 a.m.

Jo Ann Johnson