

**NCI Works Hybrid Meeting
November 7, 2023**

**Illinois Valley Community College, Room C325, 815 N. Orlando Smith Ave., Oglesby, IL,
NCI Works One Stop Center, Conference Room C, 1550 First Street, Ottawa, IL,
Sinnissippi Centers Conference Center, 325 IL Route 2, Dixon, IL, and Zoom**

The NCI Works Meeting was called to order at 12:02 p.m. by Co-Chairman Patty Head. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
Dave Argubright		X	Rob Lentz		X
Lyndsay Bliss		X	Kevin Lindeman		X
Ed Bochniak		X	Terry McGuire		X
Danelle Burrs		X	Dwayne Mentgen	X	
Robin Dedmond Thompson		X	Dr. Tracy Morris	X	
Sara Escatel			Kris Noble		X
Abby Farrell		X	Dan Payette	X	
Janet Graham	X		Tom Pigati	X	
Patty Head	X		Cary Robbins	X	
Linda Hessenberger			Len Saunders		X
Vanessa Hoffeditz	X		John Spencer	X	
Deana Jones		X	Teresa Strum	X	
Bill Keene	X		Joel Torbeck	X	
Rhonda Krueger			Gerald Waszkowiak	X	
			DeAnne White	X	

PROXIES: Sara Escatel to Joel Torbeck; Linda Hessenberger to Gerald Waszkowiak; Rhonda Krueger to Joel Torbeck

OTHERS PRESENT: Dianna Schuler, Jo Ann Johnson

Chairman's Comments

Patty Head noted that Abby Farrell submitted her resignation. Dianna informed members that Abby worked at Starved Rock Lodge and submitted her resignation due to additional work responsibilities.

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 the September 5, 2023 Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. Gerald Waszkowiak motioned to approve the Consent Agenda. Motion was seconded by Joel Torbeck. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rob Lentz		
Lyndsay Bliss			Kevin Lindeman		
Ed Bochniak			Terry McGuire		
Danelle Burrs			Dwayne Mentgen	X	
Robin Dedmond Thompson			Dr. Tracy Morris	X	
Sara Escatel	X		Kris Noble		
Abby Farrell			Dan Payette	X	
Janet Graham	X		Tom Pigati	X	
Patty Head	X		Cary Robbins	X	
Linda Hessenberger	X		Len Saunders		
Vanessa Hoffeditz	X		John Spencer	X	
Deana Jones			Teresa Strum	X	
Bill Keene	X		Joel Torbeck	X	
Rhonda Krueger	X		Gerald Waszkowiak	X	
			DeAnne White	X	

Motion carried.

Business Meeting

Committee Reports

Patty informed members that Meeting Minutes from the Employer Engagement Committee, Youth Committee and Targeted Population Committee/Workgroup were included with the meeting materials. There were no questions or comments.

Oversight Committee Report

Gerald informed members that the Oversight Committee met prior to the NCI Works Meeting and reviewed and recommend for approval the following action items:

Financial Reports July & August 2023

- 4th Quarter Title I Performance Report
- 1st Quarter Partner Report
- Accept Jeff Marcella Consulting as the Independent Negotiator for the PY 2024 One-Stop Infrastructure and Local Service Delivery Costs for NCI Works
- Appoint Joel Torbeck as the Lead Negotiator for Program Services and Jessica Green as Budget Negotiator on behalf of BEST, Inc.

Vanessa Hoffeditz motioned to accept the Oversight Committee's recommendation to approve the 4th Quarter Title I Performance Report, 1st Quarter Partner Report, Accept Jeff Marcella Consulting as the Independent Negotiator for the PY 2024 One Stop Infrastructure and Local Service Delivery Costs for NCI Works and approve the appointment of Joel Torbeck as the Lead

Negotiator for Program Services and Jessica Green as Budget Negotiator on behalf of BEST, Inc. Motion was seconded by Dr. Tracy Morris. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rob Lentz		
Lyndsay Bliss			Kevin Lindeman		
Ed Bochniak			Terry McGuire		
Danelle Burrs			Dwayne Mentgen	X	
Robin Dedmond Thompson			Dr. Tracy Morris	X	
Sara Escatel	X		Kris Noble		
Abby Farrell			Dan Payette	X	
Janet Graham	X		Tom Pigati	X	
Patty Head	X		Cary Robbins	X	
Linda Hessenberger	X		Len Saunders		
Vanessa Hoffeditz	X		John Spencer	X	
Deana Jones			Teresa Strum	X	
Bill Keene	X		Joel Torbeck	X	
Rhonda Krueger	X		Gerald Waszkowiak	X	
			DeAnne White	X	

Motion carried

Business Liaison & Marketing Committee Report

DeAnne White presented the Slate of Officers for 2024:

Patty Head, Chair

DeAnne White, Vice-Chair

John Spencer, Secretary

With there being no opposition, Gerald Waszkowiak motioned to approve the Slate of Officers as presented. Motion was seconded by Joel Torbeck. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rob Lentz		
Lyndsay Bliss			Kevin Lindeman		
Ed Bochniak			Terry McGuire		
Danelle Burrs			Dwayne Mentgen	X	
Robin Dedmond Thompson			Dr. Tracy Morris	X	
Sara Escatel	X		Kris Noble		
Abby Farrell			Dan Payette	X	
Janet Graham	X		Tom Pigati	X	
Patty Head	X		Cary Robbins	X	
Linda Hessenberger	X		Len Saunders		
Vanessa Hoffeditz	X		John Spencer	X	
Deana Jones			Teresa Strum	X	
Bill Keene	X		Joel Torbeck	X	

Rhonda Krueger	X		Gerald Waszkowiak	X	
			DeAnne White	X	

Motion Carried. Patty congratulated the new officers.

Other Business

LWIB Recertification/Membership Update

Dianna told members that the Recertification has been completed and submitted. She said that we are waiting to hear from the State for any edits. Dianna said that Carrie will be replacing 2 business representatives within the next 90 days replacing Abby Farrell and Cary Robbins.

PY 23 MOU Update

Dianna said that we will be starting the MOU process in December. She said that Jo Ann will be in contact with all Partners to confirm the representative of the respective Partnering agency. Dianna told members that a webinar will be held on November 15th for the Regional and Local Plan along with the MOU. This cycle, she said, will be updating the partner self-assessment on service integration in the area Plan.

Request Volunteers to serve as the One Stop Certification Review Team

Dianna said that we are looking for volunteers to tour the One Stop before the end of the year. She said that Carrie will volunteer to conduct a virtual tour if that will help the volunteers. She said that we are looking for at least 3 business members and a partner member who is not on the One Stop Operator consortium. Patty Head and Dr. Tracy Morris volunteered to serve on the Review Team. Dianna said that if anyone is interested to contact either Jo Ann or Carrie.

Request approval to allow the One Stop Certification Review Team to submit the documents to DCEO by the end of the December.

Jo Ann informed members that Carrie is requesting to allow the One Stop Certification Team to submit the documents to DCEO by the end of December. Bill Keene motioned to allow the One Stop Certification Team to submit the Certification Documents to DCEO by the end of December. Motion was seconded by Dan Payette. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Rob Lentz		
Lyndsay Bliss			Kevin Lindeman		
Ed Bochniak			Terry McGuire		
Danelle Burrs			Dwayne Mentgen	X	
Robin Dedmond Thompson			Dr. Tracy Morris	X	
Sara Escatel	X		Kris Noble		
Abby Farrell			Dan Payette	X	
Janet Graham	X		Tom Pigati	X	
Patty Head	X		Cary Robbins	X	

Linda Hessenberger	X		Len Saunders		
Vanessa Hoffeditz	X		John Spencer	X	
Deana Jones			Teresa Strum	X	
Bill Keene	X		Joel Torbeck	X	
Rhonda Krueger	X		Gerald Waszkowiak	X	
			DeAnne White	X	

Motion carried.

Request approval for any grant modifications (if necessary)

None

Partner Updates (Partner members) and Member updates

None

Apprenticeship Activities

Patty informed members that the update for Apprenticeship Activities was included on the Agenda and encouraged members to read it.

Success Stories

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

2024 Meeting Schedule

Patty said that the 2024 Meeting Schedule was listed on the Agenda and asked members to transfer the meeting dates to their calendars. DeAnne White commented that January 2, 2024 may be a legal holiday for some businesses. Jo Ann said that she would check with Carrie and perhaps a poll may need to be conducted to confirm that we would have a quorum for the January meeting.

Public Comments / Recognition of Guests

Dianna Schuler and Jessica Green were recognized as being present at the meeting.

Dianna encouraged members to check out the most recent Podcast that can be found on the NCI Works website.


Cary Robbins told members that he would be retiring from Sterling Steel and NCI Works at the end of the year and thanked members for their participation in NCI Works. He said that he has been involved for over 15 and finds it very rewarding and always encourages people to get involved as it is a worthwhile organization. Members thanked Cary for his contributions and wished him all the best in his retirement.

Adjournment

With there being no further business, Cary Robbins motioned to adjourn. Motion was seconded by John Spencer and carried. Patty thanked everyone for attending the meeting. Meeting adjourned at 12:30 p.m.

Jo Ann Johnson

Approved by:

DocuSigned by:

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John Spencer
Secretary