

**NCI Works Meeting Minutes
(Hybrid Meeting)
March 5, 2024**

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	Terry McGuire		
Lyndsay Bliss		X	Dwayne Mentgen		X
Ed Bochniak		X	Dr. Tracy Morris	X	
Danelle Burrs		X	Jesse Nauman	X	
Sara Escatel	X		Kris Noble	X	
Janet Graham			Dan Payette		X
Patty Head	X		Tom Pigati		X
Linda Hessenberger	X		Maryann Rice	X	
Vanessa Hoffeditz	X		Len Saunders		X
Deana Jones		X	John Spencer	X	
Bill Keene	X		Teresa Strum	X	
Rhonda Krueger	X		Joel Torbeck	X	
Rob Lentz		X	Gerald Waszkowiak	X	
Kevin Lindeman			DeAnne White	X	

PROXIES: Janet Graham to Joel Torbeck, Kevin Lindeman to John Spencer, Terry McGuire to Kris Noble

OTHERS PRESENT: Dianna Schuler, Jo Ann Johnson

Chairman's Comments

Patty Head welcomed new members Jesse Nauman and Maryann Rice. Jesse and Maryann introduced themselves to members. Jesse is the HR Manager with LW Schneider in Princeton. Maryann is the Temporary Supervisor for the LaSalle Office of the IL Department of Rehabilitation Services.

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 November 7, 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 Bill Keene. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Terry McGuire	X	
Lyndsay Bliss			Dwayne Mentgen		
Ed Bochniak			Dr. Tracy Morris	X	

Danelle Burrs			Jesse Nauman	X	
Sara Escatel	X		Kris Noble	X	
Janet Graham	X		Dan Payette		
Patty Head	X		Tom Pigati		
Linda Hessenberger	X		Maryann Rice	X	
Vanessa Hoffeditz	X		Len Saunders		
Deana Jones			John Spencer	X	
Bill Keene	X		Teresa Strum	X	
Rhonda Krueger	X		Joel Torbeck	X	
Rob Lentz			Gerald Waszkowiak	X	
Kevin Lindeman	X		DeAnne White	X	

Motion Carried.

The following items were approved on the Consent Agenda:

- NCI Works Meeting Minutes of November 7, 2023, 2023
- Executive Committee Meeting of January 2, 2024
 - Approval of the Financial Reports Ending October 31, 2023
 - Approval to Apply for IE Grant
 - Approval to Submit Application for the Trade Case Management Grant
 - Approval to post the PY 24 Regional & Local Plans for Public Review
 - Approval to Relocate the One Stop Center
 - Approval to Prepare One Stop Center Reopening Plan, if needed
 - Approval of NCI Works Committee Structure

Business Meeting

Youth Committee Report

Approval of the Regional Office of Education Contract Modification

Carrie informed members that at the February 13, 2024, the Youth Committee recommended to approve a Contract Modification from the Regional Office of Education #47. Carrie told members that the Regional Office of Education is requesting to change a budget line item from supplies to equipment. She said that this will allow them to purchase computers for their programs. Bill Keene motioned to approve the modification requested from the Regional Office of Education. Motion was seconded by Teresa Strum. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Terry McGuire	X	
Lyndsay Bliss			Dwayne Mentgen		
Ed Bochniak			Dr. Tracy Morris	X	
Danelle Burrs			Jesse Nauman	X	
Sara Escatel	X		Kris Noble	X	
Janet Graham	X		Dan Payette		
Patty Head	X		Tom Pigati		

Linda Hessenberger	X		Maryann Rice	X	
Vanessa Hoffeditz	X		Len Saunders		
Deana Jones			John Spencer	X	
Bill Keene	X		Teresa Strum	X	
Rhonda Krueger	X		Joel Torbeck	X	
Rob Lentz			Gerald Waszkowiak	X	
Kevin Lindeman	X		DeAnne White	X	

Motion carried.

Oversight Committee Report

Gerald Waszkowiak informed members that the Oversight Committee met prior to the NCI Works meeting and recommended approval of the following:

Financial Reports Ending December 31, 2024

1st Quarter Title I Performance Report

2nd Quarter Partner Report

He also told members that the Oversight Committee reviewed the Title I Performance Assessment for Program Year 2022; Partner Referral Report and Resource Room Comments.

Gerald Waszkowiak motioned to approve the Financial Reports ending December 31, 2024, the 1st Quarter Title I Performance Report and the 2nd Quarter Partner Report as presented. Motion was seconded by Dr. Tracy Morris. Roll Call vote was taken.

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

Motion carried.

Other Business

Approval to Relocate the One Stop Center

Carrie informed members that at the last Executive Committee meeting, she was given authority to investigate and to look into the relocation of the One Stop Center from Ottawa to Sterling IDES Office.

Carrie said that she has been talking with the Partners through the MOU and planning process. She told members that after looking at the numbers as far as the financial part of the equation and the condition of the facility itself the Partners have decided to move the One Stop Center from Ottawa to Sterling IDES Office effective July 1, 2024. Members asked how individuals from the Ottawa area would receive services once the Center moves. Carrie responded that they would still receive the services from the Partners at the One Stop, but out of the Sterling Office. Vanessa commented that with the move to Sterling she will be able to have a staff person representing Tri-County Opportunities Council in person. She stated that with the doors locked in Ottawa they were not able to see customers in person. After discussion, Vanessa Hoffeditz motioned to move the One Stop Center from Ottawa to the Sterling IDES Office effective July 1, 2024. Motion was seconded by John Spencer. Roll Call vote was taken.

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

Motion carried.

PY 24 MOU Update

Carrie informed members that the Partners have met twice regarding the MOU Narrative and Resource Sharing budget. So far, she said, Partners have been in agreement with the services to be offered and the costs. The next meeting, Carrie said, will be the final meeting where they will act on the narrative and cost sharing budget. This information will then be provided to NCI Works for their approval at the May meeting.

Report of Outcome for PY 2024 MOU Modification

Carrie told members that the Report of Outcome for the PY 2024 MOU will need to be submitted to DCEO by April 15, 2024. She explained that the Report of Outcome is a form that lets the Governor know how negotiations are progressing. Dr. Tracy Morris motioned to allow Patty Head to sign the document and submit to DCEO by the April 15, 2024 deadline. Motion was seconded by Gerald Waszkowiak. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Dave Argubright			Terry McGuire	X	

Lyndsay Bliss			Dwayne Mentgen		
Ed Bochniak			Dr. Tracy Morris	X	
Danelle Burrs			Jesse Nauman	X	
Sara Escatel	X		Kris Noble	X	
Janet Graham	X		Dan Payette		
Patty Head	X		Tom Pigati		
Linda Hessenberger	X		Maryann Rice	X	
Vanessa Hoffeditz	X		Len Saunders		
Deana Jones			John Spencer	X	
Bill Keene	X		Teresa Strum	X	
Rhonda Krueger	X		Joel Torbeck	X	
Rob Lentz			Gerald Waszkowiak	X	
Kevin Lindeman	X		DeAnne White	X	

Motion carried.

PY 2024-2028 Plans

Carrie provided an overview of the Regional and Local Plans for PY 2024-2028. She said that some of the key components are not duplicating services, integrating service, use of technology and feedback for system improvement. After discussion, Vanessa Hoffeditz motioned to approve the PY 2024-2028 Local Plan, PY 2024-2028 EDR #5 Regional Plan and PY 2024-2028 EDR #6 Regional Plan as written. Motion was seconded by John Spencer. Roll Call vote was taken.

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

Motion carried.

Apprenticeship Expansion Modification

Carrie reminded members that BEST, Inc. received an Apprenticeship Expansion Grant for specific projects that are taking place. She said that we are asking for a modification to move some money from one line item to staff cost line item. Initially, it did not appear that the procurement officer needed to be

a part of this grant, but there is a need so staff are requesting to make this line item adjustment to allow for those costs. Carrie said that this modification does not decrease or increase the total amount of the grant. Gerald Waszkowiak motioned to approve the Apprenticeship Expansion Grant Modification as presented. Motion was seconded by Joel Torbeck. Roll Call vote was taken.

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

Motion carried.

Request approval for any grant modifications (if necessary)

None at this time.

Partner Updates (Partner members) and Member Updates

Vanessa Hoffeditz informed members that Tri-County Opportunities Council is accepting applications for their scholarship this year for students attending college. She referred members to their website for further information (www.tcohelps.org).

Apprenticeship Activities

Patty referred members to the Meeting Agenda to read about the Apprenticeship Activities.

Supplemental Grant Update

Patty said that an update on the Supplemental Grant was included on the Meeting Agenda and encouraged members to read it.

Success Stories

Patty told members that BEST Success Stories were included with the meeting materials and encouraged members to take a look at them.

Next Meeting:

Patty said that the next meeting will be on May 7, 2024 at 12:00 Noon.

Public Comments / Recognition of Guests

None

Adjournment

With there being no further business Vanessa Hoffeditz motioned to adjourn. Patty Head seconded the motion. Roll Call vote was taken.

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

Motion carried.

Meeting adjourned at 12:31 p.m.

Jo Ann Johnson

Approved by:

DocuSigned by:

John Spencer

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John Spencer
Secretary