

**Northwest Central IL Works (NCI Works)
Meeting
Tuesday, March 3, 2026
12:00 Noon
Business Employment Skills Team, Inc., 4110 Progress Blvd., Suite 1C, Peru, IL
One Stop Center, 406 Avenue C, Sterling, IL
or
Zoom Meeting
<https://us02web.zoom.us/j/86891771663>
Meeting ID: 868 9177 1663
One tap mobile
+13126266799, 86891771663# US (Chicago)
+13092053325, 86891771663# US**

Join instructions
<https://us02web.zoom.us/join/86891771663?signature=KxwWWi206nRVi9B09cEjdPkJVTftcyIjMDGx6zDuOZ4>

AGENDA

Call to Order (Patty Head)

Roll Call

Chairman's Comments

Consent Agenda (*Action Item*):

Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.

- NCI Works (November 4, 2025 Meeting Minutes) (Page 1)
- Executive Committee Meeting (January 6, 2026 Meeting Minutes) (Page 8)
 - Approval of Financial Reports Ending (November 30, 2025) (*Action Item*) (Page 11)

Committee Reports

- Employer Engagement Committee Report (Carrie Folken) (February 3, 2026 Meeting Minutes) (Page 12)
- Youth Committee Report (Carrie Folken) (February 10, 2026 Meeting Minutes) (Page 14)
- One Stop Partner Committee Report (Vanessa Hoffeditz) (February 17, 2026 Meeting Minutes) (Page 16)

Business Meeting

- Review and Approval of the Financial Reports Ending December 31, 2025 (Carrie Folken) *(Action Item) (Page 19)*
- Review & Approval of the 3rd Quarter Title I Performance Report (Carrie Folken) *(Action Item) (Page 20)*
- Review & Approval of PY 25 Second Quarter Partner Report (Carrie Folken) *(Action Item) (Page 21)*
- Review of the Partner Referral Report (Carrie Folken) *(Page 22)*
- Review of One Stop Partner Customer Satisfaction Survey (Carrie Folken) *(Page 23)*

Other Business

- Approval to Transfer funds from the Dislocated Worker Grant to the Adult Grant (Carrie Folken) *(Action Item)*
- Approval of the Memorandum of Understanding (MOU) Outcome Report of Annual Budget Negotiations for PY 26 (Carrie Folken) *(Page 37) (Action Item)*
- Review & Approval of the PY 26 Memorandum of Understanding (MOU) (Carrie Folken) *(Page 40) (Action Item)*
- PY 2024-2028 Plans Modifications (Carrie Folken) *(Due to the large size of these documents, please review the plans on the NCI Works website) - <http://nciworks.org/plans-policies/>*
 - Review & Approval of PY 2024-2028 Local Plan *(Action Item)*
 - Review & Approval of PY 2024-2028 EDR #5 Regional Plan *(Action Item)*
 - Review & Approval of PY 2024-2028 EDR #6 Regional Plan *(Action Item)*
- Request approval for any grant modifications (if necessary) (Carrie Folken) *(Possible Action Item)*
- Grant Updates (Carrie Folken)

PY 2025 Apprenticeship Activities

Staff have completed 4 of the 8 planned outreach events for this grant year. An additional one on one outreach is also taking place. Active development of the classroom portion of an Early Childhood Education Registered Apprenticeship Program (RAP) through Sauk Valley Community College has taken place and the plan/structure/outline has been shared with Tri-County Opportunities Council for their Head Start program. Plans to begin on the OJL portion will take place after the first of the new calendar year.

Number of new businesses meaningfully consulted on developing or expanding a RAP. Planned 70 Actual 40

Number of Outreach Events. Planned 8 Actual 4

Number of New RAP developed. Planned 3 Actual 0 (this may end up with only 1 given the response received this year from the manufacturing community)

Number of RAP expanded. Planned 1 Actual 0

Number of Illinois Business Service Team engagements focused on RAP expansion. Planned 2 Actual 1

Number of new RAP in active development per quarter. Planned 1 Actual 1

Partnership Activities - Staff continue to have conversations with both community colleges in LWIA 4 about expanding the current RAPs in the area and establishing new programs. We remain in conversation with Sauk Valley Community College and Tri-County Opportunities Council about Early Childhood Education Registered Apprenticeship Programs. The Related Training Instruction is complete. Tri-County now needs to commit to the On-the-Job Learning portion.

Employer Engagement Activities - 4 of the 8 events have been completed. One of those events was with manufacturing, and the attendees expressed their frustration with the idea of working with US DOL and that they find the process of establishing/updating/and working in RAPIDS to be cumbersome. They are not interested in taking the time, nor dedicating staff to, anything that cannot substantially improve what they currently do to provide their workforce with training.

Significant Accomplishments - We remain in conversation with Sauk Valley Community College and Tri-County Opportunities Council about an Early Childhood Education RAP. The Related Training Instruction is complete. Tri-County now needs to commit to the On-the-Job Learning portion.

PY 2025 State of Illinois Supplemental Grant

The Second Lunch and Learn is scheduled for February 17th “Motivated to Burnout: How Misaligned Motivation Derails”. As a reminder, we will be doing 4-6 “Lunch and Learn” this year instead of just 1 professional development.

The Work-based learning program has started again. We have 24 enrolled already, and our hope is to get the funds spent by early spring.

The Financial Literacy, Workplace Skills and Life Skills curriculum has been designed, and the incentives guidelines have been established

The computers for assistive technology have been purchased and placed to replace the outdated computers.

Train the Trainer grant

We applied for and received the funds for Joel Torbeck to be the Trainer in the new case management system. This process will be conducted in 2026 and he will train our career planners and also Rockford’s local workforce area. Kerri Hicks will also be receiving this training as a backup trainer.

- Partner Updates (Partner members) and Member updates (NCI Works members that want to update the board about their business needs)
- BEST Success Stories ([Page 84](#))
- Next Meeting: May 5, 2026

Public Comments

Adjournment