

**Northwest Central IL Works (NCI Works)
Meeting
Tuesday, May 5, 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

**Join Zoom Meeting
<https://us02web.zoom.us/j/87436272786>
Meeting ID: 874 3627 2786
One tap mobile
+13092053325, 87436272786# US
+13126266799, 87436272786# US (Chicago)**

AGENDA

Call to Order (Patty Head)

Roll Call

Chairman's Comments / Executive Directors Comments

- Welcome New Members (Brian Kraft & Martin Butler)

Approval of the March 3, 2026 Meeting Minutes *(Page 1) (Action Item)*

Committee Reports

- One Stop Services Committee (April 14, 2026 Meeting Minutes) (Vanessa Hoffeditz) *(Page 9)*
 - PY 26 Youth Provider Recommendations
 - ✓ Regional Office of Education #35 *(Action Item)*
 - ✓ Regional Office of Education #47 *(Action Item)*
 - ✓ Bureau Henry Stark Regional Office of Education *(Action Item)*

Business Meeting

- Review and Approval of the Financial Reports Ending February 28, 2026 (Jessica Green) *(Action Item) (Page 14)*
- Review & Approval of PY 25 Third Quarter Partner Report (Carrie Folken) *(Action Item) (Page 15)*
- Review of the Partner Referral Report (Carrie Folken) *(Page 16)*
- Review of One Stop Partner Customer Satisfaction Survey (Carrie Folken) *(Page 17)*

- Training Programs Approval (*Action Item*)

Illinois Valley Community College

- ✓ Advanced Robotics, Mechatronics, and Automation Certificate (Page 31)
- ✓ AAS Skills Trade (Page 34)
- ✓ Basic Robotics, Mechatronics, and Automation Certificate (Page 37)
- ✓ Certified EKG Technician (Page 40)
- ✓ CISCO Comp TIA A Certificate (Page 43)
- ✓ EKG Technician (In Person) (Page 46)
- ✓ Help Desk Certificate (Page 49)
- ✓ Human Resources Professional (Page 52)
- ✓ Intermediate Robotics, Mechatronics, and Automation Certificate (Page 55)
- ✓ Project Management Essentials with CAPM@ Prep (Page 58)
- ✓ Skill Trades Certificate (Page 61)
- ✓ Sterile Processing Technician (Page 64)

- Training Programs Recertification

Castor (Page 67) (*Action Item*)

- ✓ Nurse Aide Training Program (CNA Training Program) (Sterling & Freeport Sites)
- ✓ Phlebotomy Training Program (Sterling & Freeport Sites)

Illinois Valley Community College (Page 67) (*Action Item*)

- ✓ Advanced Automotive Technology
- ✓ Certified Nursing Assistant
- ✓ Criminal Justice
- ✓ Dental Assisting
- ✓ Dental Hygiene AAS
- ✓ Emergency Medical Technician - Basic
- ✓ Emergency Medical Technician - Paramedic
- ✓ Medical Assistant Certificate
- ✓ Medical Billing and Coding
- ✓ Nursing (RN)
- ✓ Pharmacy Technician
- ✓ Phlebotomy Certificate
- ✓ Practical Nursing
- ✓ Surgical Technician
- ✓ Truck Driver Training
- ✓ Truck Driver Training Advanced Proficiency Certificate
- ✓ TDT Equipment Refresher Training
- ✓ Welding Basic Construction Certificate
- ✓ Certified Nursing Assistant
- ✓ Emergency Medical Technician - Basic
- ✓ Accounting
- ✓ Advanced Welder

Sauk Valley Community College (Page 67-68) (*Action Item*)

- ✓ 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
- ✓ Diagnostic Medical Sonography
- ✓ Electronics: Industrial
- ✓ Entrepreneurship & Small Business Management
- ✓ Entry Level Welder
- ✓ Heating, Refrigeration and Air Conditioning
- ✓ Machining & CNC
- ✓ Management
- ✓ Management Certificate
- ✓ Marketing
- ✓ Multicraft Technology
- ✓ Nurse Assistant
- ✓ Practical Nursing
- ✓ Radiologic Technology
- ✓ Robotic Weldin

- Morrison Institute of Technology (Page 68) (*Action Item*)

- ✓ Network Administration

Other Business

- Approval to Transfer funds from the Dislocated Worker Grant to the Adult Grant (Carrie Folken) (*Action Item*)
- Request authority to submit modification to the Supplemental Grant (Carrie Folken) (*Action Item*)

- Request approval for any grant modifications (if necessary) (Carrie Folken) (*Possible Action Item*)
- Grant Updates (Carrie Folken)

PY 2025 Apprenticeship Activities – Dianna Schuler, Apprenticeship Specialist

Number of new businesses meaningfully consulted on developing or expanding RAP. Planned 70 Actual 48

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 IBST engagements focused on RAP expansion. Planned 2 Actual 1

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

Staff continues 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 an Early Childhood Education RAP. The Related Training Instruction is complete. Tri-County now needs to commit to the On-the-Job Learning portion. In addition, we are working with Dol and Sauk Valley Community College to try to revise a currently inactive Electrician RAP that was originally signed in 2021.

We continue to work with Sauk Valley Community College to stand up an Early Childhood Education RAP. We would like to have the same discussion with Illinois Valley Community College once SVCC is fully established and use the model they set up.

Still trying to focus on a Public Safety RAP with area Fire Departments. While the partnership is strong, the interest in RAP has cooled significantly. The departments are taking advantage of IWT funding for training through the community colleges and the State Fire Institute at the University of Illinois and that training meets their needs.

Staff Continue to make daily contact with area businesses. We continue to hear from them, mostly manufacturing, that they are not interested in the time and effort needed to establish an official RAP through DOL. They are happy with the training they currently provide their staff and happy to apply for IWT funding to help support the upskill of their current and new hire workforce.

We will be de-obligating funds from the apprenticeship grant after a meeting we had in March with Department of Commerce as employers in our area indicated their hesitation. Communication will continue as a Business Service under WIOA funding. No additional funds are necessary to continue to offer apprenticeship services.

PY 2025 State of Illinois Supplemental Grant

All 5 Lunch and Learns are either completed or scheduled. The 2 that are completed have been well received. April has 2 in person events with the 5th event for May is on AI and it will be virtual.

The Work-based learning program is under way and all work based learning dollars are obligated. We have 36 enrolled.

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

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

Train the Trainer grant

The training for the trainers has been ongoing. The week long in person training for the trainers in Springfield is scheduled for May and then after that, all program career advisors will be trained.

- Partner Updates (Partner members) and Member updates (NCI Works members that want to update the board about their business needs)
- BEST Success Stories ([Page 69](#))
- Next Meetings
 - ✓ NCI Works Executive Committee – July 7, 2026
 - ✓ NCI Works Meeting – September 1, 2026

Public Comments

Adjournment