

**NCI Works Executive Committee
Zoom Meeting Minutes
July 7, 2026**

The NCI Works Executive Committee meeting was called to order at 12:00 p.m. by Chair, Patty Head. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
Patty Head	X		John Spencer	X	
Vanessa Hoffeditz	X		DeAnne White	X	

OTHERS PRESENT: Carrie Folken, Jo Ann Johnson, Jessica Green

Approval of the Meeting Minutes

DeAnne White motioned to approve the January 6, 2026 Meeting Minutes. Motion was seconded by John Spencer. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Patty Head	X		John Spencer	X	
Vanessa Hoffeditz	X		DeAnne White	X	

Motion carried.

Business Meeting

Review and Approval of the Financial Reports Ending May 2026

Jessica informed members that she had nothing to add to the Financial Report that was included with the meeting materials. Vanessa Hoffeditz motioned to approve the Financial Reports ending May 2026. Motion was seconded by Patty Head. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Patty Head	X		John Spencer	X	
Vanessa Hoffeditz	X		DeAnne White	X	

Motion carried.

Appointment of Performance Negotiation Team

Carrie informed members that the State will soon begin negotiating Performance Measures for Program Years 2026 and 2027. She requested that Carrie Folken and Joel Torbeck be appointed to serve as the Performance Negotiation Team for LWIA #4 during the PY 2026 and PY 2027 negotiations.

Following discussion, Patty Head made a motion to appoint Carrie Folken and Joel Torbeck as the PY 2026 and PY 2027 Performance Negotiation Team for Title I in LWIA #4. The motion was seconded by DeAnne White. A roll-call vote was conducted. The motion carried.

Name	Yes	No	Name	Yes	No
Patty Head	X		John Spencer	X	
Vanessa Hoffeditz	X		DeAnne White	X	

Motion carried.

Appointment of Eligible Training Provider List (ETPL) Coordinator

Carrie provided members with an overview of the newly launched IWDS 2.0 system. She explained that, under the new system, the Eligible Training Provider List (ETPL) process will be handled differently and that each Local Workforce Area is required to designate a Local ETPL Coordinator to review training programs submitted for consideration on the ETPL.

Carrie requested that Jo Ann Johnson be appointed as the ETPL Coordinator representing the Local Workforce Board. She explained that the U.S. Department of Labor monitored the Illinois Department of Commerce and Economic Opportunity (DCEO) and found that each local workforce area maintained its own ETPL. According to federal legislation, only one ETPL should be available statewide for customers to use when selecting training programs. As a result, the State has assumed responsibility for managing the ETPL and now requires a Local ETPL Coordinator to serve as the liaison between local training providers and the State.

Following discussion, Vanessa Hoffeditz made a motion to designate Jo Ann Johnson as the ETPL Coordinator for LWIA #4. The motion was seconded by DeAnne White. A roll-call vote was conducted. The motion carried.

Name	Yes	No	Name	Yes	No
Patty Head	X		John Spencer	X	
Vanessa Hoffeditz	X		DeAnne White	X	

Motion carried.

Request approval for any grant modifications (if necessary)

None

Other Business

One Stop Services Committee Report/Minutes

Carrie noted that the Meeting Minutes from the One Stop Services Committee were included with the mailing.

Status Reports for Special Grants

Carrie reported that updates on the Special Grants were included in the meeting agenda materials. She briefly reviewed the information provided and offered to answer any questions from members. No questions or comments were raised by members.

NCI Works Next Meeting

Patty informed members that the next NCI Works Meetings will be on September 1, 2026 and November 3, 2026 at 12:00 Noon.

Public Comments

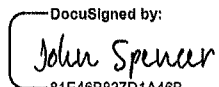
None

Adjournment

With there being no further business, DeAnne White motioned to adjourn. Motion was seconded by John Spencer. Motion carried. Meeting adjourned at 12:21 p.m.

Jo Ann Johnson

Approved by

DocuSigned by:

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John Spencer
Secretary