

Land of Lincoln CEO Agenda
American Job Center - 1300 S. Ninth Street, Springfield, IL
March 14, 2018 - 2:30 p.m.

1. **Call to Order** – Introductions – new staff
2. **Approval of Minutes –November 8, 2017** ACTION
3. **WIB update** – still need one business for Sangamon Co. ACTION
4. **Program Information**
 - a) Liaison Reports – Val LeSeure, Michelle Brookens, Kyle Minert, Diane Murphy
 - b) Special Grant Projects –Trade, Youth Providers– Michelle Griebler
 - c) Performance/Enrollment Reports – Brenda Patterson
 - d) Approval of Standing Reports (above) ACTION
5. **Fiscal Information** – Diane Jones/ Karla Krueger
 - a) Expenditure & Grant Reports ACTION
6. **Administrative Information** - Anne Schneider
 - 1) Director's report – Update on November approval items, Center upgrade, Career Services, DCEO monitoring and upcoming items. ACTION
 - 2) Approval Items
 - a) DCEO Monitoring Results (One-Stop Operator, WIOA Program/Fiscal) ACTION
 - b) Recommendation of Youth Providers for PY 2018 ACTION
 - c) Center remodel – Wiley Resource Room redesign and Computer upgrade ACTION
 - d) Incumbent Worker Training – approval of contract ACTION
7. **Executive Session**
8. **Announcements – upcoming Events**

CEO meeting – May 16
WIB Meeting – March 14; May 21
9. **Public Comment**
10. **Adjournment**

CEO MEETING - ACTION ITEMS

March 14, 2018

- 2) Approval of Minutes – Attached
- 3) WIB – may have business person for appointment
- 4) & 5) County Reports from Liaisons, Enrollment, Performance & Fiscal reports
Will be provided at meeting
- 6)
 - 1) Director's report: Status of follow-up on items approved in November and status of programs.
 - 2) a) - **DCEO Monitoring Results** – DCEO monitored both our fiscal operations and program delivery the week of February 13th. There wasn't anything noteworthy that was found. In addition, DCEO accepted our response to the findings for the One-Stop Operator monitoring that was conducted. The BEST result is we DO NOT have to rebid the One-Stop Operator. As you will recall, we contracted with Thomas P. Miller to complete the process last year. **Request approval of DCEO Monitoring Results.**
 - b) –**Youth Provider Recommendation:** At the meeting, we will have a recommendation for Youth Providers for PY 2018. An RFP was issued and proposals are due on March 7th. **Requesting approval for youth providers.**
 - c) – **Center remodel:** Attached is a bid for Wiley for the Resource Room changes and a bid for computers in the Resource Room. Both vendors, Wiley and CDW, are on the State of IL Master List for procurement. **Requesting approval of Center remodel.**
 - d) – Incumbent Worker Training: Approval of contract with HSHS Medical Group for training of workers in medical records. **Approval to enter into contract for Incumbent Worker Training.**