

**CEO Meeting Minutes**  
**IL workNet Center® Springfield, IL**  
**May 15, 2019 2:30 PM**

1. **Attendance and introductions:** CEO Members-Mike Barnett, Linda Curtin, Troy Cummings, Linda Fulgenzi; WIB Chair- Larry Peterson; Staff and guest- Michelle Brookens, Michelle Griebler, Diane Jones, Kyle Minert, Diane Murphy, Sarah Graham, Carmen Flynn, Diana Lathan  
**Not in Attendance:** Becky Edwards, Bob Lott, Andy Van Meter, Chuck Ruben
2. **Approval of March, 2018 minutes:** One Correction made on page 2- Program Information. Correction made regarding the grant received by Harbor Marina in Beardstown. \$400.00 which should read \$400,000.00.

**Motion to approve:** Motion by Linda Fulgenzi, seconded by Mike Barnett. **Motion Carried**

3. **Program Information:**

- a. Liaison Reports

Cass County: Valerie LeSeure reported that so far this PY there have been 51 total visits and 63 services provided in Cass County. She also reported on: training information, businesses and community and economic development, which include: an agreement with IDNR for the construction of a camp ground and improvements in Beardstown at the marina. Also, a TIF agreement was approved for renovation of a building that will be the location of a new restaurant to be known as Sally's 4th Street Bistro. Furthermore in Beardstown, The Executive Director of the Beardstown Chamber and Mainstreet, Kim Hance, has been chosen to replace Dave Parish on the County Board. Further information is provided in detail on pages 5-6 of the May 15<sup>th</sup> CEO packet.

Menard County: Valerie LeSeure reported that so far this PY there have been 31 total visits and 44 services provided in Menard County. She also reported on: training information, businesses and community and, economic development, which include: the Plan to Revitalize & Energize Petersburg (PREP), an assemblage that is presently studying current issues and looking for new ideas to improve the community in Petersburg and Menard County. Also in Menard County, the owners of the Hand of Fate Brewery purchased the Oaks Bed and Breakfast and they are renovating it into a Special Events Venue. The Bean Time Cafe has begun utilizing the entire first floor area for their restaurant, which previously housed various vendors. Moreover, this year is the 100th anniversary of the Conveyance of the New Salem site from William Randolph Hearst to the people of the State of Illinois. The celebration will take place May 22nd from 5:30 to 10:00 and attendees are invited to tour the village beginning at 4:00. Further information is provided on page 7-8 of the May 15<sup>th</sup> CEO packet.

Christian County: Michelle Brookens reported that so far this PY there have been 338 total visits and 1,074 services provided in Christian County. Michelle also reported on: enrollment and training information, businesses and community, and economic development, which include: The Open House scheduled for May 9<sup>th</sup> for the new HSHS medical facility, and the new Steak N Shake, which is scheduled to open by May 15<sup>th</sup>. Also in Christian County, Clearwater Organic Farms has been successfully producing greens, and are still actively recruiting for additional production operators. In community news, The Greater Taylorville Chamber of Commerce (GTCC) and LLCC are teaming up for a Job Fair on May 21<sup>st</sup>. A few of the employers and organizations registered to attend include: Boilermakers Local 363, Christian County Mental Health Association, Hospital Sisters Health System (HSHS), Illinois State Police, Illinois Department of Veteran's Affairs, Memorial Health System, Springfield Police Department, Walgreens, and many others. Detailed information provided on pages 8-9 of the May 15<sup>th</sup> CEO packet.

Logan County: Kyle Minert reported that Menard County has seen 81 visitors with a total of 204 services provided YTD. Kyle also reported on: enrollment and training information, businesses and community and economic development, which include: The closing of both, Taco Bell and ARDAGH Bottle Factory in Lincoln, this affecting over 150 jobs. Also, S & S Flooring, in Lincoln opened their doors in April. They will offer Mohawk flooring products and installations. K's Grill in Lincoln, located on the second floor of the Elks Club main building has opened and has both casual and formal dining with panoramic views of the Elks Golf Course. In community news, Logan County will have 3 new visitor centers to welcome tourists. Centers will be staffed so tourists can hear about historical sites and local attractions. Detailed information provided on pages 10-11 of the May 15<sup>th</sup> CEO packet.

Sangamon County: Diane Murphy reported that Sangamon County's workNet Center has had 9,799 visitors with a total of 16,140 services provided YTD. Diane also reported on Rapid Response workshops, training information, businesses and community, and economic development, which include: A workshop held for employees of HD Smith who will be laid-off as a result of the company's purchase by AmerisourceBergen. An on-site visit was made at the Payless Shoesource in White Oaks Mall where Rapid response packets were given to the acting manager for employees who will be displaced on or before May 31st. Diane visited the new HR Director for Solomon Colors where our OJT program was discussed in detail, as well as the availability of various conference rooms for hiring events which can be held at the Springfield workNet Center. In the community, The Greater Springfield Chamber of Commerce held a job fair on April 9th at the Crowne Plaza where forty seven employees had booths. Additional information provided on pages 12-13 of the May 15<sup>th</sup> CEO packet.

**Motion to approve** Liaison Reports made by Linda Fulgenzi, seconded by Mike Barnett. **Motion Carried**

**b. Contractors and Special Reports:**

Trade Adjustment Act Grant: Pg. 14

Michelle Brookens reported that there are 3 current and 6 total Trade Enrollments.

The following companies have been Trade certified and have workers residing in our workforce area. GSI, Fishes and Ludlow Inc., Experian Health Division, Henry Technologies, and Ardagh Group.

Youth: Pg. 14-15

Lawrence Education Center Prepare Youth to Work (PYTW) Program:

Total planned enrollments: 30 new. YTD enrollments: 25. There are 14-participants who are currently enrolled in follow-up services.

Fishes and Loaves Pathway to Success Program:

Total planned enrollment: 25 new. YTD enrollments: 26. There are 29-participants are currently enrolled in follow-up services.

**Motion to approve** Contractors and Special Grant, Trade, and Youth Provider Reports made by Troy Cummings, seconded by Linda Fulgenzi. **Motion Carried**

**c. Activity, Performance, Enrollment, and Outcome Reports:**

Michelle Griebler reported that we are currently at 10,300 participants receiving services since July 1st. The actual services provided are just under 17,600. Our Enrollment Report shows 182 current enrollments, 155 new enrollments, and 152 who have exited the program. The Performance report is showing that we are meeting all performance guidelines and exceeding 10 of the 11. Additional information provided on pages 16-18 of the CEO packet.

**Motion to approve** Activity, Performance, Enrollment, and Outcome Reports made by Mike Cummings, seconded by Troy Cummings. **Motion Carried**

4. **Fiscal Information:** Diane Jones

Expenditure & Grant Reports: Diane reported on, and handed out a summary of closed and current grants and budget information. The 17 Formula Grant is obligated at 100% and is 99% expended. The 18 Formula Grant is expended at 46.6%. The 16 Incentive Grant is obligated at 53.3% and our TAA Grant is currently expended at 76.4%. Additional Fiscal information is provided on pages 18-22 of the CEO packet.

**Motion to approve** Fiscal Report. Motion made by Linda Fulgenzi, seconded by Linda Curtin. **Motion Carried.**

5. **Administrative Information:** Sarah Graham

Director's report: Sarah highlighted areas on her written report which includes:

- A meeting with DCEO regarding partners, payments, and direct linkage communication related to the current MOU. There were no real changes to the MOU for 2019. The document was emailed on Friday in a separate email from the agenda and reports due to its size.
- Final negotiations meeting on March 26<sup>th</sup>, and at that meeting we were informed that National Able would not be able to pay their required amount. No partners signed the MOU and we have been waiting to hear what agreement the State and National Able came to regarding their support.
- Sarah announced that she is now an at-large board member for Illinois Workforce Partnership (IWP).
- Sarah and Kyle have had numerous meetings regarding a reentry program for Lincoln's Women's Correctional Center where a state grant was awarded to support three facilities in developing a reentry program.
- A Regional Partner meeting was held, which touched on: intake, business needs, and the referral process.
- Business visits are beginning in Cass and Menard Counties in May.
- Office updates since the last CEO meeting include: a staff training for all individuals who work in the One- Stop, fraud, whistleblower, and ethics training, Staff mid-point evaluations,
- Visits include: WIOA Summit and an IWP meeting in Lisle, an Educator of the Year Luncheon for Springfield School District #186, and the Greater Springfield Chamber of Commerce Business After Hours at MASCO Packaging.

Additional information provided on pages 23-24 of the May 15<sup>th</sup> CEO packet.

**Motion to approve** the Directors Report. Motion made by Linda Fulgenzi, seconded by Mike Barnett. **Motion Carried.**

a. Action Items: Sarah Graham

- a. WIB members-New Appointments: Debbie Hummel & Gloria Brummer

**Motion to Approve** Item a- Mike Barnett motioned, seconded by Linda Fulgenzi. **Motion Carried.**

- b. MOU Negotiations: Completed

**Motion to Approve** Item b- Linda Curtin motioned, seconded by Linda Fulgenzi. **Motion Carried.**

- c. Youth Programming Follow-up:

**Motion to Approve** Item c- Linda Curtin motioned, seconded by Linda Fulgenzi. **Motion Carried.**

- d. Policy Updates: Michelle Brookens will explain the policy changes.

**Motion to Approve** Item d- Troy Cummings motioned, seconded by Mike Barnett. **Motion Carried.**

- e. 2018 Grant Modifications:

**Motion to Approve** Item e - Linda Fulgenzi motioned, seconded by Mike Barnett. **Motion Carried.**

- f. 2019 Grant Funding: including transfer of funds from Dislocated Worker to Adult.

**Motion to Approve** Item f- Linda Fulgenzi motioned, seconded by Mike Barnett. **Motion Carried.**

g. 2017 Incentive Grant Revision:

**Motion to Approve** Item g- Linda Fulgenzi motioned, seconded by Troy Cummings. **Motion Carried.**

h. 2019 Budget Approval: Diane Jones

**Motion to Approve** Item h, Linda Fulgenzi motioned, seconded by Linda Curtin. **Motion Carried.**

6. **Executive Session: None**

7. **Announcements:**

- The next CEO meeting is scheduled for September 11<sup>th</sup> at 2:30 PM
- The next WIB meeting is scheduled for September 16<sup>th</sup> at 4:30 PM

8. **Public Comment:** Linda Fulgenzi spoke regarding Sangamon Menard Area Regional Transit (SMART). SMART is has provided over 1,000 rides and have hired additional drivers.

9. **Adjournment: 4:32PM**

**Motion to adjourn.** Motion made by Linda Fulgenzi, seconded by Troy Cummings. **Motion Carried.**