

WIB Meeting Minutes

Monday, May 20, 2019 - 4:30 p.m.

Northfield Inn Conference Center 3280 Northfield Drive,
Springfield, IL

Attendance: WIB Members: Eric Berglund, Lesa Branham, Gloria Brummer, Sharmin Doering, Andrew Fuchs, Matthew Grieme, Debbie Hummel, Kathi Lee, Vic Martinek, Larry Peterson, Hollie Reid, Dave Robinson, Allison Rumler-Gomez, Mark Sprehe, Randy Staton, Charlotte Warren **Staff:** Carmen Flynn, Sarah Graham, Michelle Griebler, Diane Jones, Diane Murphy, **Guests:** Martha McDermott
Not Present: Mick Butler, Eric Christians, Mohsine Gdid, Ralph Hill, Marcus Johnson, John Leinberger, Doug Stark, Tracy Thornton, Tim Wessel, Mark Winkler, Kim Wonnell

Welcome and Introductions: Larry Peterson welcomed everyone to the May 20th WIB Meeting and spoke briefly regarding the duties and responsibility of the WIB Members. The board welcomed new members: Gloria Brummer from Christian County, and Debbie Hummel with the Illinois Department of Employment Security.

Roll Call: Attendees introduced themselves. This was accepted at roll.

Approval of Minutes- March, 2019 (pg. 2-4):

Approval of WIB Minutes: Small change on the March Minutes heading. This was dated for the year 2018 and should read 2019. A correction was made. Andrew Fuchs made a motion to approve the March WIB Minutes, seconded by Victor Martinek. **Motion Carried.**

Program Information: Michelle Griebler (pg.5-17)

Details regarding: Training Enrollments, Business and Economic Development for: Cass, Christian, Logan, Menard, and Sangamon Counties as well as the Special Grants and Project Reports, and Performance Reports are outlined on pages 5-17.

Michelle reported that since July 1, 2018, we have provided 17,525 career services in our workforce area. We have served over 10,000 job seekers. So far this year we have provided training services to 137 adults, 60 dislocated workers, and 125 youth. There were also 6 workers affected by Trade Events. Our performance shows that we are exceeding 10 of 11 of our performance outcomes in this 3rd quarter of our program year, which ended in March.

Fiscal Information: Diane Jones (Report in packet pg. 18)

Diane reported on: New, carry-over and recently closed grants. Diane reported that on page 18 in the packet is the summary of our 4 active grants. Our Formula Grants run in 2 year periods. The first Formula Grant is a 17 Formula Grant that is spent at 99%. This grant will end in June. The second Formula Grant is an 18 Formula Grant that stands through June of 2020 and has been spent at 46.6%. Our Incentive Grant for \$10,475.00 goes until the end of June, and our Trade Grant runs in its own time period and goes through the end of September.

Matthew Grieme made a motion to approve the Program and Fiscal Reports, seconded by Hollie Reid. **Motion Carried.**

Administrative Information: Sarah Graham provided the Directors Report and briefly discussed the below items: A detailed report can be found on (pg. 19-20)

Sarah has reported that she is now a proud at-large board member for Illinois Workforce Partnership (IWP). IWP is a network of 22 local workforce development areas and is at the forefront of the Workforce Innovation and Opportunity Act (WIOA) implementation.

Sarah has had frequent meetings concerning a reentry program for Lincoln's Women's Correctional Center.

A meeting with Heartland Community College (Logan County) touched upon a workforce initiative partnership.

Sarah met with LRS, LLCC, and UIS to see how we can better address information technology needs in Sangamon County.

Business visits are beginning in Cass and Menard Counties in May. Companies that will be visited are: JBS, BNSF Railroad, Heritage Health, First National Bank, Sunny Acres, and Alliance Community Bank.

We had a staff training for all individuals who work in the One-Stop in March. A lot of good information was shared and adjusted so we can serve our clients more effectively.

Staff mid-point evaluations were completed in May. Annual reviews are completed in October or early November.

Approvals - Action Items:

- WIB members-New Appointments: Debbie Hummel who will replace Jody Wanless (IDES) & Gloria Brummer with (St. John's School of Nursing)
Victor Martinek made a motion to approve our two newest WIB members, seconded by Hollie Reid. **Motion Carried.**
- MOU Negotiations- We met with DCEO regarding a number of concerns with partners, payments, and direct linkage communication related to the current MOU. There were no real changes to the MOU for 2019. We did have a final negotiation meeting on March 26th, and were informed that a core partner would not be able to pay their required amount. This slowed down the signatures of the MOU, but in the end, we came to an agreement. Sarah briefly discussed the purposes of an MOU to the WIB.
Update only. **Motion not required.**
- Youth Programming Follow up- We voted on this at the last meeting, so this is just a follow up item. The amount provided at the last meeting however has been cut drastically. Our budget was cut by over 210,000.00, which 50% was funding for our youth programs. Because of this cut, we were unable to fund: Capitol Area Career Center, Lawrence Education Center, and Fishes & Loaves as we would have liked to. These three youth programs have agreed that we will fund them for the first 6 months and depending on their enrollment and operation, we can hopefully fund the second six months. We are looking into additional grants in the meantime.
Update only. **Motion not required.**
- Policy Updates- PY19 Policy changes recommended for: On the Job Training, Incumbent Worker Training, and Trade. OJT changes include: changes in the Emergency Medical Contact information to reflect the Sangamon County Medical contact form. An OJT Training Policy change that will affect how Wage Reimbursements will be made. Also, a change regarding on-site monitoring and evaluations. Incumbent Worker Training policy changes include: Language in the General Requirements to read "Funding Maximum Limit per Year by Employer", Changes also include a funding minimum limit of \$1,000.00 per year, by employer. Additionally, there are small adjustments from "C" to "D", and "D" to "E". Trade Policy changes include multiple verbiage updates and DCEO updates. Detailed information on the 18 policy change are on page 21 of your WIB packet.
Update only. **Motion not required.**
- 2018 Grant Modifications- The state received additional funds from the Federal Government which was disbursed throughout the local workforce areas. Our area received an additional 21,655.00. We are asking for approval to accept these funds.
Matthew Grieme made a motion to approve the 2018 Grant Modification, seconded by Mark Sprehe. **Motion Carried.**

- 2019 Grant Funding – We are asking for approval to accept 2,279,092.00 for our Adult Dislocated and Youth Workers and will be transferring 100,000.00 from Dislocated to Adult funding. Details on page 26. Victor Martinek made a motion to approve the 2019 Grant funding and transfer of funds, seconded by Allison Rumler-Gomez. **Motion Carried.**
- 2017 Incentive Grant Revision- We received 15,600.00 from the state because we are exceeding our performance measures. We are asking for approval to accept these funds. Additional information on page 34 of the WIB packet. Matthew Grieme made a motion to approve the 2017 Incentive Grant Revision, seconded by Randy Staton. **Motion Carried.**
- 2019 Budget Approval- Diane Jones reported on the 2019 Budget of \$1,007.685.00. Full details are on page 35. We are asking for approval of the 2019 Budget. Andy Fuchs made a motion to approve the 2019 Budget, seconded by Kathi Lee. **Motion Carried.**

Around the Table Discussion:

- Open discussion regarding cuts from our budget including our WIB meeting expenses, internet, phones, and marketing.
- There was also discussion regarding meeting expenses and additional ways to cut costs. It was mentioned having our meetings in an alternate location including the Public Health building located on Dirksen pkwy and is everyone willing to drive additional time to attend.
- Charlotte Warren and Gloria Brummer discussed advance skills programs and how the budget cuts will affect them.
- The Labor area and our Employers discussed changes in today's youth and how their lack of engagement and motivation has become a real struggle.

Upcoming Events/Announcements:

- Next CEO Meeting- September 11th at 2:30 PM
- Next WIB Meeting- September 16th at 4:30 PM

Public Comment: Land of Lincoln Golf Tournament is in June, and on June 14th Veterans can attend for free. This event is sponsored by Memorial Health Systems.

Adjourn: Meeting adjourned (5:57 PM)

A motion to adjourn was made by: Randy Staton and seconded by Eric Berglund. Motion carried