

**CEO Meeting Minutes**  
**IL workNet Center® Springfield, IL**  
**September 11, 2019 2:30 PM**

1. **Attendance and introductions:** CEO Members- Mike Barnett, Kim Hance, Linda Curtin, Chuck Ruben, Troy Cummings, Linda Fulgenzi; WIB Chair- Larry Peterson; Staff and guest- Michelle Brookens, Michelle Griebler, Diane Jones, Kyle Minert, Sarah Graham, Carmen Flynn.

**Not in Attendance:** Becky Edwards, Bob Lott, Andy Van Meter, Diane Murphy

**Approval of May, 2019 minutes: Motion to approve:** Motion by Linda Fulgenzi, seconded by Mike Barnett. **Motion Carried**

2. **Program Information:**

- a. Liaison Reports

Cass County: Valerie LeSeure reported that so far this PY there have been 1 total visit and 1 service provided in Cass County. She also reported on: training information, businesses and community and economic development, which include: A University of Illinois Extension Lower Illinois River Valley Rural Prosperity Initiative. Also, the Two Rivers Economic Development District is working on a Growmark Expansion in Virginia. Also in Cass County, there is a landowner that would like the County Board to consider a marijuana growing operation, which would require a new ordinance, but could potentially create jobs and tax revenue. Our newest Cass County business representative for the Workforce Innovation Board, replacing Timothy Wessel, is Missy Burke, from Evergreen Place. Mike Barnett spoke briefly regarding two solar farm projects in Cass County and the possibility of job creation. Further reporting information is provided in detail on pages 6-7 of the September CEO packet.

Menard County: Valerie LeSeure reported that so far this PY there have been 3 total visits in Menard County. She also reported on: training information, businesses and community and, economic development, which include: The relocation on the Mosquito Squad who has moved to a bigger facility on Rt. 29 in Athens, the owner, Lisa Bohannon, is our newest Workforce Investment Board business representative for Menard County. Secret Recipes has taken over as the food vendor at New Salem and is hiring local job seekers. Also in Menard County, Craig Reincke has been appointed to the Central Illinois Economic Development Authority. Craig met with the Menard County Board to discuss various grants and economic incentives which are not currently being utilized. He has also met with Athens City Council to discuss the Management and Planning Programs Involving Non-Metropolitan Groups (MAPPING). Mark Wankel was named Illinoisan of the Day, at the Illinois State Fair. Wankel is a Menard County farmer and seed dealer, actively involved in the Menard County Fair, since he was a youth showing livestock. He is also a member of the Petersburg Rural Fire Department, Menard County EMS, as a county security officer. The Menard County Farm Bureau celebrated its 100-year anniversary on July 13<sup>th</sup>. In attendance, was Congressman Darin LaHood, Representative Tim Butler, Illinois Director of Agriculture John Sullivan, and Illinois Farm Bureau Vice President Brian Duncan. Lastly, the Menard County workNet office will relocate from the Courthouse to the Housing Authority. Further reporting information is provided in detail on page 8 of the September CEO packet.

Christian County: Michelle Brookens reported that so far this PY there have been 53 total visits and 155 services provided in Christian County. Michelle also reported on: enrollment and training information, businesses and community, and economic development, which include: Bayer Crop Science (formerly Monsanto) completing construction of a new installing a new cleaning system addition to the plant in Stonington, this will provide more flexibility in meeting customer needs. Building permits have been authorized for groundbreaking to potentially take place in 2021 or 2022 for a Solar Farm Development.

DHS will be adding to their staff in Taylorville. Their growth has necessitated our recent move. As of October first, our new address will be 800 South Spresser Street, South Building, Room 1109 in Taylorville. Our hours will remain the same (Mondays and Tuesdays, 8:30 a.m. – 4:30 p.m.), with DRS occupying the office space on Wednesdays and Thursdays. We will continue to partner with various community organizations in our new location at LLCC. A job fair, sponsored by the Taylorville Chamber of Commerce and Lincoln Land Community College (LLCC), was held in Taylorville at the LLCC campus. Forty-one employers attended the free event. Linda Curtin spoke briefly regarding a new solar farm that has been completed as well as a new wind farm project that is being discussed. Further reporting information is provided in detail on page 9-10 of the September CEO packet.

Logan County: Kyle Minert reported that Menard County has seen 10 visitors with a total of 21 services provided YTD. Kyle also reported on: enrollment and training information, businesses and community and economic development, which include: the returning Citizens project that is taking place at the Logan County Correctional Center. The overall goal is to reduce the recidivism rate of women who have been released by providing linkage to resources and training. Also in Menard County, the Enel Green Power began construction on the Whitney Hill wind farm project over the summer. The Whitney Hill wind farm is adjacent to the company's existing Hilltop Wind Farm and is expected to create 6 million in property tax revenue and over 17 million in lease payments for local landowners. Kyle also reported that he will attend a College and Career Fair on 09/17/2019. This will be another opportunity to network with future students and discuss WIOA funding and other employment resources. Lastly, the weekend of August 23rd saw the return of the hot air balloons over Lincoln, IL. The event was renamed Balloons over 66. Chuck Ruben spoke briefly regarding the takeoff of the medical marijuana industry in Logan County. The Lincoln area is looking at expansion that will create job growth. Further reporting information is provided in detail on page 11-12 of the September CEO packet.

Sangamon County: Sarah Graham reported that Sangamon County's workNet Center has provided a total of 2638 services YTD. Sarah also reported on Rapid Response workshops, training information, businesses and community, and economic development, which include: The County Market on Veterans Parkway that will become a Harvest Market. We will reach out to Harvest Market, closer to the end of the renovations to assist with hiring any new workers that they may need. The Springfield Community Job and Resource Fair was held at the Wyndham hotel in June. Rapid Response packets were delivered to Paris Fabricare employees on July 25<sup>th</sup>. A workshop was held at the Springfield workNet Center for laid-off workers from Conifer Health Solutions. Thirty-two workers became laid-off due to cut-backs at the company. Packets were delivered to employees of Charming Charlie. The company which has approximately 261 stores across the country, is going thru bankruptcy. Further reporting information is provided in detail on page 13-14 of the September CEO packet.

**Motion to approve** Liaison Reports made by Linda Fulgenzi, seconded by Chuck Ruben. **Motion Carried**

**b. Contractors and Special Reports:**

Trade Adjustment Act Grant: Pg. 15

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. 16-17

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

Total planned enrollments: 15, YTD enrollments: 13. There are 8-participants who are currently enrolled in follow-up services.

Fishes and Loaves Pathway to Success Program:

Total planned enrollment: 13 new. YTD enrollments: 5. There are 26-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 1,835 participants receiving services since July 1st. The actual services provided are just over 2,800. Our Enrollment Report shows 200 current enrollments, 41 new enrollments, and 12 who have exited the program. The Performance report is showing that we are exceeding all 11 performance measures. Additional information provided on pages 18-20 of the CEO packet.

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

3. **Fiscal Information:** Diane Jones

Expenditure & Grant Reports: Diane reported on, and handed out a summary of closed and current grants and budget information. The first of the current grants is the 19 Formula grant which is obligated at 56% and only expended at 1.8%. The second grant is the 18 Formula grant which is obligated at 99.4%. This grant is expended at 71.6% currently. Our Incentive/Performance grant is only 2.5 % expended. Our two Trade grants are expended at 100% and 95.5%. We also have one Re-entry grant that is expended at 8.4%. The 16 and 17 Incentive grants closed as of June of 2019 and were 100% expended. Additional Fiscal information is provided on pages 21-25 of the CEO packet.

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

4. **Administrative Information:** Sarah Graham

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

- o Sarah met with JBS and Heritage Health, and from those visits we are already assisting JBS with career fairs in Jacksonville and Beardstown.
- o Sarah met with numerous representatives from Logan County and Heartland Community College to discuss an initiative that would address high school dropouts.
- o University of Illinois Springfield (Sangamon) and Sarah Graham met to discuss a program that could benefit employers. This program would be a non-credit, certificate granting program that would benefit UIS and local companies. The focus of the discussion surrounded customer service.
- o Sarah Met with DHS to discuss how we can partner together and have more of a clear referral process.
- o Sarah met with the EDC to discuss a number of issues. A large focus of the meeting was related to CRM software and workforce surveys.
- o Sarah Met with IMEC to see how we could partner together on business visits.
- o The City of Springfield and Springfield Public Schools met with Sarah to discuss funding and how we can work together to utilize funding to support community needs.
- o Due to not hiring a Christian County person, we have reorganized the duties of the Career Planners.
- o A number of us attended an ethics training at the County. Additionally, the County is beginning training for their new fiscal software. A few of us will be attending numerous trainings on the new software.

- o Staff reviews will start in September and must be finalized and submitted to HR by October 4th.
- o Christian and Menard County office location updates.

**Motion to approve** the Directors Report. Motion made by Troy Cummings, seconded by Mike Barnett. **Motion Carried.**

b. Action Items: Sarah Graham

- a. WIB members- New Appointments, Re-appointments (pg.28).

**Motion to Approve-** Chuck Ruben made a motion to approve new and re-appointments. Seconded by Linda Curtin. **Motion Carried.**

- b. New Training Providers (pg. 29). LLCC and 160 Driving Academy are the two new Training Providers.

**Motion to Approve** Training Providers. Mike Barnett motioned, seconded by Troy Cummings. **Motion Carried.**

- c. Regional Plan RFQ: Request approval to hire Tim and Rebecca Harmon to assist in the Regional Plan Development.

**Motion to Approve** Regional Plan RFQ. Linda Curtin motioned, seconded by Chuck Ruben **Motion Carried.**

- d. Innovation Project for Returning Citizens (\$9500): Request approval to accept this grant.

**Motion to Approve** Innovation Project Grant. Linda Fulgenzi motioned, seconded by Mike Barnett. **Motion Carried.**

- e. Trade Grant: Request approval to accept this grant.

**Motion to Approve** Trade Grant. Linda Fulgenzi motioned, seconded by Mike Barnett. **Motion Carried.**

5. **Executive Session: None**

6. **Announcements:**

- The next WIB meeting is scheduled for September 16<sup>th</sup> at 4:30 PM. There will be a special presentation from CACC at this meeting. The November WIB meeting will also be our annual Awards Banquet.
- The next CEO meeting is scheduled for November 13<sup>th</sup> at 2:30 PM.

7. **Public Comment:** None

8. **Adjournment: 3:40 PM**

**Motion to adjourn.** Motion made by Linda Fulgenzi, seconded by Chuck Ruben. **Motion Carried.**