



## Training • Connecting • Developing Illinois' Workforce

### WIB MEETING AGENDA

Monday, November 13th, 2023 at 4:30 p.m.

Northfield Inn and Conference Center – 3280 Northfield Drive  
Springfield, Illinois 62702

**Welcome:** Vic Martinek, Chair of WIB

**Roll Call:** Sarah Graham (pg. 1-2)

**Approval of Minutes:** (pgs. 3-9) September 2023 → ACTION

#### **Program Information Review:**

1. County Liaison Reports (pgs. 10-15) - Brookens
2. Business Services (pgs. 16-17) - Brookens
3. Special Grant Projects - Trade, Youth Providers (pgs. 18-20) - Brookens
4. Center Activity /Enrollment / Performance Reports (pgs. 21-23) - Griebler
5. Approval of Standing Reports → ACTION

#### **Fiscal Information Review:**

1. Budget Worksheet Report 2024 (pgs. 24-26) - Jones
2. Expenditure & Grant Reports (pgs. 27-30) - Jones
3. PY '23 Operating Budget (pg. 31) - Jones → ACTION

#### **Administrative Information:**

1. Director's report (pgs. 32-34) - Graham → ACTION
2. Action Items for Approval
  - **RFQ for Consulting Service to complete OSO process**
  - **Youth RFP**
  - **DHS Grant (\$400,000)**
  - **MOU corrections (list sites on budget and add cost allocation info)**
  - **Monitoring of Youth Contracts**
  - **Approval to Hire (Workforce Specialist/Career Planner)**
3. Approval of Action Items → ACTION

#### **Around the Table:**

1. New Business → ACTION

#### **Announcements/Upcoming Events:** (pgs. 35-36)

1. Annual Report (Separate Handout)
2. 2024 Meeting Schedule (pg. 36)
3. Awards List (pg. 35 - Full Awards Packet Provided as Separate Handout)
4. Next CEO Meeting- March 13, 2024 from 2:30 pm to 4:00 pm (Remote)
5. Next WIB Meeting- March 18, 2024 from 4:30 pm to 6:00 pm (Remote)

#### **Public Comment:**

**Adjournment** → ACTION