

WIB Meeting Minutes

Monday—March 20, 2023 at 4:30 p.m.

Via Zoom: Join Zoom Meeting

<https://us06web.zoom.us/j/82269040581?pwd=RUIWZnFzeGVKVWhwMTJXdUg1NXdhZz09>

Meeting ID: 822 6904 0581 Passcode: 111989

Attendance:

WIB Members: Kathleen Alcorn, Amanda Bergdorf, Carrie Brady, JT Britton, Gloria Brummer, Jenifer Deweese, Jason Dockter, Jeff Durbin, David Fowler, Robert Frazier, JP Fyans, Reiko Hurd, Marcus Johnson, David MacDonna, Victor Martinek, Jennifer Miller, Suellen Morgan, Hollie Reid, Mark Sprehe, Jamil Steele

Staff: Sarah Graham, Michelle Brookens, Diane Jones, Guenevere Black Ford

Guests: Esmeralda Bautista, Nicole Porter

Not in Attendance: Lesa Branham, Andrew Fuchs, Melisa Galloway, Matthew Grieme, Ryan McCrady, Lance Thurman, Katie Vatale, Mark Winkler, Matthew Yard

Meeting Called to Order: 4:33 p.m.

Welcome/Attendance/Introductions

1. Approval of Minutes: (pgs. 1-2)

Motion to Approve November 2022 Minutes: Motion made by David Fowler, seconded by Marcus Johnson. **Motion Carried.**

2. Program Information: (pgs. 3-16)

Michelle Brookens provided an overview of the County Liaison, Business Services, and the Contractors and Special Projects Reports. Highlights include a summary of the Dislocated Worker (DWG/QUEST) Grant and a summary of youth service providers and youth enrollment. Full County Liaison, Business Services, and Contractors and Special Projects Reports were included in the March 2023 WIB Meeting Packet.

Michelle Griebler provided an overview of the Center Activity, Enrollment, and Performance Reports. Of the 15 performance measure goals set, 7 are exceeding the goal and 8 meet the goal. LLWA will likely exceed 70% of performance goals and meet all of them by the end of the fourth quarter. Full Center Activity, Enrollment, and Performance Reports were included in the March 2023 WIB Meeting Packet.

Motion to Approve Program Information Reports: Motion made by Hollie Reid, seconded by Jeff Durbin. **Motion Carried.**

3. Fiscal Information/Review: (pgs. 17-21)

Diane Jones provided an overview of new and current grants as well as the expenditure status for the grants. The PY' 21 Grant is obligated at 100% and is 96.4% expended; this grant will end in June of this year. The PY' 22 Grant is obligated at 70% and is 31.3% expended. The new DWG/QUEST Grant is obligated at 82.5% and 19.1% expended. Detailed PY' 21 and PY' 22 Grant reports were reviewed, as well as a report on County Grant percentages and a report on the YTD operating budget. Full Budget, Expenditure, and Grant Reports were included in the March WIB Meeting Packet.

Motion to Approve Fiscal Information Reports: Motion made by JT Britton, seconded by David MacDonna. **Motion Carried.**

4. Administrative Information: (pgs. 22-27)

In her Director's Report, Sarah Graham highlighted the following areas:

- Information on new CEOs for Sangamon, Cass, and Christian Counties;
- Asking for referrals for vacancies for businesses on the Workforce Innovation Board;
- DCEO and monitoring updates, including an update on moving facilities and MOU Negotiation;
- Workforce Assistance & County Meetings updates were provided;
- Office and staff updates, and hiring events.

The full Director's Report was included in the March WIB Meeting Packet.

Motion to Approve the Director's Report: Motion made by Mark Sprehe, seconded by Gloria Brummer. **Motion Carried.**

Kathleen Alcorn joined the meeting at 5:08 p.m.

Action Items: Sarah Graham

- **Requested Approval for DCEO Monitoring Results**
- **Requested Approval for new training program at LLCC (Diesel Technologies Associates Degree)**
- **Requested Approval to extend the current OSO Agreement through June 2024**
- **Requested Approval to extend current Youth Contracts**
- **Requested Approval to transfer funds from Dislocated Worker to Adult (up to \$170,000)**

Motion to Approve above Action Items: Motion made by Jenifer Deweese, seconded by JT Britton. **Motion Carried.**

Around the Table: (5:15 p.m. – 5:20 p.m.)

Robert Frazier attempted to share information but could not through the voice chat due to feedback issues.

JT Britton emphasized a need for more CDL Drivers. Sarah Graham mentioned the CDL Hiring event to be held on Tuesday, March 21, 2023. This event was promoted by IDES and an email was sent to over 17,000 individuals within the field.

Vic Martinek mentioned an increase in people utilizing services to fill out applications. A new broadband company, i3 Broadband, in Lincoln is laying new fiber optic. Vic Martinek requested a new, updated WIB Directory.

JT Britton mentioned that Express Employment has an increase in applications and walk-ins.

Marcus Johnson mentioned the Springfield Urban League (Urban Youth Employment Program) is still looking for employers to hire opportunity youth (16-29 years old). The program provides various support to individuals to prepare them for the workforce. Some participants have completed the training portion and now only need to find an employer. Sarah Graham will be sent a flyer on the Urban Youth Employment Program.

Public Comment: None

Upcoming Events:

- Next CEO Meeting – May 10, 2023 at 2:30 p.m. (Illinois workNet Center)

- Next WIB Meeting – May 15, 2023 at 4:30 p.m. (Northfield Inn & Conference Center)

Adjourn: Meeting adjourned at 5:22 p.m.

Motion to Adjourn: Motion made by Kathleen Alcorn, seconded by Gloria Brummer.

Motion Carried.