

WIB Meeting Minutes
Monday – September 14, 2026, 4:30 p.m.

Attendance:

WIB Members Present: Carrie Brady, Johnathan Barnett, Brittany Clark, Karen Conn, Jenifer Deweese (via zoom) Robert Frazier, Robert Kerr, Ryan McCrady (via zoom), David MacDonna, Patty Mendoza, Suellen Morgan, Curt Oldfield Indra Perry, Mark Sprehe (chair)

WIB Members Absent: Heather Cosby, JP Fyans, David Lacy, Christine Novaria, Nicole Porter, Amanda Sadner, Terri Walker, Mark Winkler, Matthew Yard

Staff & Guests in Attendance: Michelle Brookens, Michelle Griebler, Melisa Jallas, Diane Jones, Stephanie Danielson, Anna Myska, Don Adams for JT Britton

Meeting Called to Order: 4:35 p.m.

Welcome/Attendance/Introductions:

Mark Sprehe welcomed members, and called the meeting to order. Roll call was taken. Quorum reached.

Approval of Minutes: June 15th and June 18th, 2026

Motion to Approve June 2026 minutes: Motion made by Dave Macdonna, seconded by Karen Conn.
Motion Carried.

Program Information:

1. County Liaison Reports

Cass County

Center report access is pending regarding number of customers receiving services and total number of Career and Training Services provided to job seekers and participants. There are currently 4 enrolled in active participants enrolled in follow up services and 13 participants who have completed training programs, but who have not yet been exited.

Christian County

Center report access is pending regarding number of customers receiving services and total number of Career and Training Services provided to job seekers and participants. There are currently 7 enrolled in active participants enrolled in follow up services and 4 participants who have completed training programs, but who have not yet been exited.

Logan County

Center report access is pending regarding number of customers receiving services and total number of Career and Training Services provided to job seekers and participants. There are currently 7 enrolled in active participants enrolled in follow up services and 14 participants who have completed training programs, but who have not yet been exited.

Menard County

Center report access is pending regarding number of customers receiving services and total number of Career and Training Services provided to job seekers and participants. There are

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currently 5 enrolled in active participants and 4 enrolled in follow up services and 1 participant who have completed training programs, but who have not yet been exited.

Sangamon County

Center report access is pending regarding number of customers receiving services and total number of Career and Training Services provided to job seekers and participants. There are currently 94 enrolled in active participants enrolled in follow up services and 294 participants who have completed training programs, but who have not yet been exited.

Michelle Brookens asked if there were any questions regarding the County Reports and there were none.

2. Business Services

Stephanie Danielson reported on Business Services. She reported the following business have closed and/or are planning to close- The Fountain Diner, Tradewinds Pub & Eatery, Taylorville Pizza Hut Village Tea Room & Gift Shop LA Fitness, Red Lobster and Hickory River BBQ. The US Air Force is eliminating the long-standing jet engine repair mission at the Illinois Air National Guard's 183rd Wing at Abraham Lincoln Capital Airport, 150 or more positions will be affected. Layoffs and relocations are anticipated to be completed by March 2027. New Springfield restaurant openings are reported as follows, First Watch, Chick-fil-A, Crowns Pub & Grill, Levity Bar & Grill. In Springfield a new indoor golf venue Top Golf Swing is also slated to have opened in August. A Direct primary care clinic a direct care clinic has opened in August as well. In downtown Springfield the following businesses have opened Vault 66 pinball, Arrowroot Coffee & Schlee's Gourmet Bakery and Bottle Shop Creole Smoke along with The Bus Stop. We now have five apprentices enrolled along with three participants enrolled in On-the Job-Training. Across these eight businesses they have the opportunity to realize a total of \$104, 154 in wage reimbursements. Regarding Job Fairs/Hiring Events/Employment Workshops/Business Meetings, September 24th LLCC Career Expo is being held at Lincoln Land Community College. LWIA 20 will be participating and has also participated in the CMS job fair in Christian county and the Sams Club hiring event in Springfield. Stephanie Danielson asked if anyone had questions, Curt Oldfield inquired as to whether or not LLWA had outreach with a crane company that has newly opened in Springfield. As the company is hiring welders and is open to hiring touched by justice citizens Michelle Brookens inquired about a contact, Ryan Mcrady will email the contact, the business is named is Reel USA Corp. Robert Frazier confirmed Top Golf is opening in Springfield Illinois.

3. Special Grant Projects — SSG, AS, 1E, Youth

Michelle Brookens reported that the second PY' 26 State Supplemental Grant wrapped up on June 30, 2026. As with the previous year's grant, there will be three projects associated with the

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new grant: Incumbent Worker Training, Youth Job Fair and occupational skills training focusing this year on low-income individuals touched by the justice system wanting to enter the workforce as CNAs.

Regarding the On-the-Job Training (OJT) and Work based learning Apprenticeships There were 6 employers involved with 11 different projects involved in Incumbent Worker Training: Solomon Colors, Drake-Scruggs, Richardson Manufacturing, Simplex, Mel-O-Cream, and Eaton Corporation. There were 10 individuals enrolled in CDL training with 7 having completed the training to date. 110 employees across 11 projects were completed and 6 employers were reimbursed a total of \$99,029.20. Michelle reported the Springfield Chamber Youth Job Fair had 275 students attend. The new PY SSG grant has been conditionally approved with an additional focus on rural areas. The grant will have three projects an Incumbent Worker Training, Youth Job Fair, Occupational Skills Training, focusing this year on low-income individuals touched by the justice system wanting to enter the workforce as CNAs. The incumbent worker funding has increased by \$40,000.00 and will have a focus on rural areas with a big project in the works with Eaton and Richardson's manufacturing.

Michelle reported the 1E Manufacturing Grant activities and goals to-date. This grant has provided outreach to 153 individuals through RESA referrals. Attended 5 hiring events and 18 outreach events assisted 26 manufacturing businesses and has met with IMEC and LLCC. The 1E grant ends September 30, 2026.

The Apprenticeship Specialist grant was reviewed having five apprenticeships at this time one which completed the OJT portion (employer wage reimbursement) 7/24/26. Last year's grant ran from July 1, 2025 to June 30, 2026. We have been approved for a new grant starting July 1, 2026, and it will run for two years, ending June 30, 2028, targeting manufacturing and healthcare sectors.

Michelle also provided updates on the current Youth provider programs. There are 21 total planned Contractual Enrollments across all providers, and there are currently 8 enrolled. Four are currently enrolled in WBL/OJT opportunities. Capital Area Career Center had 25 planned enrollments and 11 year to date enrollments in the program. Fishes & Loaves had 25 planned enrollments and 10 year to date current enrollments in the program.

Michelle Brookens reported that Michelle Griebler In August, attended the NAWDP Business Services Academy held in Las Vegas. Michelle presented on the project and outcomes closing out the conference during the final plenary session. Michelle Griebler may be invited to attend next year's event which could be held in New Orleans.

Michelle Brookens asked if the board had any questions, no questions were asked.

4. Center/Enrollment/Performance Reports

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Michelle Griebler reported that 106 applicants have been processed 7/1/26, July and August annually are always high-volume months as programs begin August. This resulted in 95 new participants. Performance outcomes for PY 25 which ended 6/30/26 were included in the packet. Program year 26 began 7/1/26, changes within the new state wide system, IWDS 2.0, which launched in July have resulted in not having reports available as DCEO is currently working to improve several reporting functions. Michelle stated she is hopeful more performance metrics will be reported at the November WIB meeting along with in the annual report. Performance outcomes show that 11 out of the 15 performance measures were exceeded, while meeting in the remaining four. All performance measures were exceeded for Dislocated Workers. Every two years performance goals are negotiated. Michelle informed the Board 9/4/26 the proposal for performance goals were sent to DCEO. 9/23/26 there is a meeting scheduled for LWIIA 20 to negotiate the performance goals. Mark Sprehe WIB 20 board chair will be sitting in on this meeting. Michelle invited all members of the board to sit in. Robert Frazier stated he would like to do this. Michelle asked if there were questions on any of the presented program information, and there were none.

The full Program Reports were emailed and included in the September 2026 WIB Packet.

Motion to Approve Standing Reports: Motion made by Robert Kerr seconded by Carrie Brady.
Motion Carried.

Fiscal Information Review:

1. Expenditure and Grant Reports

Diane Jones reviewed and summarized all active grants. Detailed grant information broken down by each county was also reviewed, and the expenditures roughly correspond to the populations of each county.

The PY' 24 formula grant ended 06/30/26 and was 100% expended.

The PY' 25 grant ends 06/30/27, and is currently 76.7% spent and 100% obligated

The PY' 26 grant opened 7/1/26 is 67% obligated and 1.1% spent

The 1 E Grant which ends 9/30/26 is 93.2% expended and 100% obligated

The PY' 25 operating budget is 71% spent as of 05/31/26.

PY'25 and 26 Formula funding allocations were reviewed in line-item breakdowns. The PY 25 grant ending 6/30/27 is 100% obligated and the PY 26 grant ending is obligated at 67%. These grants are on target regarding expenditures and having to have no remaining funds remaining at the end of the grant. The operating budgets for PY 25 and PY 26 were reviewed by line item. The PY' 26 operating budget was also presented and reviewed. The operating budgets for PY 25 and PY 26 were reviewed by line item.

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Motion to approve Expenditure and Grant Reports: Motion made by Karen Conn, seconded by Indra Perry. **Motion Carried**

2. Monitoring of Contractual Youth Service Providers

Michelle Brookens completed programmatic monitoring for CACC there were no findings. Fishes and Loaves is scheduled undergo monitoring in the near future as a new career planner will be hired freeing up program staff to complete monitoring of contractual youth service providers.

Diane Jones reported fiscal monitoring for CACC resulted in no findings. Fishes and Loaves has one finding.

Motion to approve Monitoring of Contractual Youth Service Providers: Motion made by Robert Kerr, seconded by Karen Conn. **Motion Carried**

3. Approval of Supplemental State Grant (\$240,196)

Diane Jones reported having approval from the state for the Supplemental State Grant in the amount of \$240,196. The line-item budget was reviewed. Diane asked if the Board has any questions. Robert Frazier inquired as to the repercussions if grant money is not spent. Diane explained future grant amounts may be reduced if money is not spent. Additionally, the policy of requesting grant money and only having three days of cash on hand was reviewed.

Motion for Approval of Supplemental State Grant (\$240,196): Motion made by David MacDonna seconded by Patty Mendoza. **Motion Carried**

Administrative Information

1. Director's Report

Michelle Griebler reported July and August are the busy high-volume months for the program. The program transitioned to a new statewide case management and workforce development system and there was a black out period for data migration lasting a couple of weeks creating a back log and catch up was done to get current. Michelle along with other workforce colleagues attended the National Academy of Workforce Professionals (NAWDP) Michelle stated the networking was successful and it was very beneficial for central Illinois to have a presence in the national workforce community. Awareness was brought to the manufacturing sector.

Motion to approve the Director's report: Motion made by Carrie Brady seconded by Indra Perry. **Motion Carried**

2. Remaining Action Items for Approval
Regional/Local Plan Revisions

Included in the meeting packet were pages of letter from WIOA Interagency Technical Assistance Team outlining required revisions to the modified regional and local plans. These were received and also emailed in June. Michelle explained the current plan is

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from 2024 to 2028 at the midpoint changes and updates are required. The changes were completed and submitted to the state. Plan revisions were approved contingent on minor revisions. Three additional graphs were needed updated for the regional plan and for the local plan revisions were needing changing the wording workforce equity to workforce empowerment. Also, more information was needed on the regional and local plan budget modification procedures. The revisions were submitted to DCEO July 30, 2026 and to be approved at the next CEO and WIB meetings. The WIB approval letter is to be sent to DCEO within five days of the CEO and WIB approval.

PY' 26 MOU Revisions

The MOU with all partners is updated every three years and is modified on an annual basis. An RFP was released earlier this year for a neutral negotiator. The MOU and the budget were submitted by the end of May 2026. On August 26, 2026 the letter of conditional approval was received. The letter was emailed and included in the meeting packet. This letter outlined the required minor revisions specifically, CACC and National Able needed minor narrative adjustment to the service description, and additional detail in the note sections of our budget worksheet is needed. A copy of the One Stop Operator Agreement in addition to the completed revisions if approved by CEO and WIB CEO will be submitted prior to the September 30, 2026 deadline. The negotiator Jeff Marcella from Marcella Consulting will be completing this process.

New ETPL Training Programs (MTI and NLMC)

Midwest Technical Institute (MTI) and Next Level Mastery Center (NLMC) are two providers that are seeking to have their programs added to the eligible training provider list. Midwest Technical Institute (MTI) is requesting approval for their Industrial Commercial and Residential Electrician Diploma Program to be on the approved program list. Michelle stated once they are approved at this level then they go on to be approved at the state level for final approval. The program is accelerated lasting 30 weeks and The electrical program is for students to gain entry level employment as an entry level Electrician, Electricians Helper or Electrical Apprentice. Upon completion the student is entitled to an Industrial, Commercial, and Residential Electrician Diploma and can work as an electrician or an electrical apprentice. The total cost for this program is \$18,297.00 Next Level Mastery Center is asking for approval for their Nail Technology (Licensed Nail Technician) program to be added. Upon completion of this program completers can then apply to for Illinois licensure with the Illinois Department of Financial and Professional Regulation as a nail technician. This program costs \$ 4,295.00. Michelle added when a program is first added to the approved list there is a soft cap on the number of participants in the first year of five enrollments in order see how the programs do and then id the program is doing well it is opened to a larger number if things are going well. Michelle Griebler asked if there were any questions. Indra Perry

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inquired as to what would happen if an approved provider was not performing well. Michelle replied that we work with the provider on a corrective action plan, enrollments are capped and time is given to the provider to implement the corrective action plan. During this time no new enrollments are allowed and then perhaps at around six months if the issues are not being corrected funding is stopped. Curt Oldfield inquired about data collection for instance if program completers are securing employment at a living wage. Michelle replied yes data is collected regarding post training employment. The Illinois Community College Board compiles this data for LLCC programs. Michelle added that since there are newer requirements providers now unlike before are required to enter their own all student data regarding performance for their students. Michelle Brokens added grants and other financial aid type benefits are taken into account by the career planners when reviewing WIOA customers training provider options.

Approval to Hire Career Planner

Michell Griebler requested board approval to fill a new career planner position (position was previously held by Carleen Benoit). with an annual salary of \$ 44, 800.00.

Approval of Action Items - Motion to approve Regional and Local Plan Revisions, PY 26' MOU Revisions, New Training Programs and Approval to Hire Career Planner: Motion made by Jonathan Barnett, seconded by Patty Mendoza. **Motion Carried**

Around the Table:

1. County/Business Updates and PY' 26 Workforce Needs and Priorities

David MacDonna reported LIHEAP starts October 1, 2026. Anyone interested can contact his office. Johnathan Barnett provided an overview of the services offered in career navigation and financial literacy by the Urban League. Brittany Clark thanked the board for there help with a recruitment project. She reiterated the board is a great tool for assistance with workforce information and resources. She partnered with the Boys and Girls Club and Riverton Schools for engaging the younger workforce. Karen Conn reported the endeavors of the Illinois Retailers Association and how they are increasing visibility for the retail industry, specifically Kentucky University has an apprenticeship program. Karen would like to see more retail and hospitality services incorporated into the central Illinois workforce. Robert Kerr reported UIS having the second largest CEO freshman class this year and 48 students are enrolled in the innovation class at UIS. Robert appealed to board members to please comes speak at the class. Patty Mendoza gave an overview of the adult education program at Lincoln Land Community College, and reported classes have started but enrollments are year-round. Curt Oldfield thanked the board for welcoming him and reported LLCC enrollment is up and he is very invested in workforce. He reviewed a customized training with LLCC and the Illinois Pork Producers. Indra Perry reported concerns from the human resource community about workers tardiness and lack of work ethic. She then offered to come speak on this topic in

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the event any board members were needing this service. Michelle Griebler reported that on August 24th and 25th 2026, Stephanie Danielson and Michelle Brookens met with LLCC industrial; maintenance and CEM classes and also have met with UIS regarding the engineering technology program. UIS is having a summit for the technology program on October 5, 2026. Michelle then reported on the Illinois Workforce Association Inaugural Conference being held on October 6th and 7th. The conference is sponsored by two board members, Express Personnel Services and Central Management Services. Michelle Griebler then thanked CMS and Express Personnel Services for helping sponsor the conference. Robert Frazier added he is a supporter of the Illinois Retail Merchants Association and expressed he also feels and increased need for visibility of the retail industry.

Announcements/Upcoming Events:

1. IWA Fall Conference
2. 2026 Meeting Schedule
3. Next CEO Meeting 11/12/26 from 2:30 pm to 4:00 pm
4. Next WIB Meeting 11/16/26- from 4:30 pm to 6:00 pm

Public Comment:

None

Adjournment – 5:43 p.m.

Motion to adjourn: Motion made by Indra Perry, seconded by Karen Conn. **Motion Carried**