

Workforce Board Meeting Minutes
March 28, 2024

In Person

Ben Beckwith
Alice Bunjan
Chris Casey
Dr. Val Harris
Robert Heape
Matt Jones
Vicky McElroy
Joena Meier
Marsha Mueller-Boehler
William Rees
Bob Sancamper
Betty Scheldt
James Timpe
Nick Williams

On Line

Casey Burgholzer
Trevor Lawson
Dirk Muffler
Debbie O'Dell
Heather Pfeiffer
Jennifer Russell
Logan Taira

In the absence of Chairman Bates, Vice Chair Willie Rees called the meeting to order at 6:04 p.m. Roll Call was taken by self-introductions.

The first part of the meeting, Logan Taira, from the IDES Economic Information and Analysis Division gave a very informative presentation on "Available Labor Market Information and How It Can be Used."

Approval of Minutes

Willie asked if there were any corrections or comments on the minutes from the January 25, 2024 Workforce Development Board Meeting as provided in the meeting packet. There being none:

Motion: It was moved by Robert Sancamper, seconded by Dr. Val Harris, to approve the January 25, 2024, Workforce Board Meeting Minutes as presented. All votes aye. **Motion carried.**

Fiscal Officer's Report

Ben Beckwith was called on to give the Fiscal Officer's Report. The report is included in the meeting packet. Ben first discussed the MOU Budget for PY 24. The bottom line of the shared costs remain the same as last year's budget. A few of the line items have changed, but each Partner's cost will remain the same. The total costs is \$105,000. The budget has already been approved by the Partners and the WCDC Board. Willie asked for a motion to approve the budget.

Motion: A motion was made by Dr. Harris and seconded by Jim Timpe to approve the PY 24 MOU Budget as presented in the packet. All votes aye.

Motion Carried.

Ben then reported on the status of the five grants the agency is working with. We currently have two Formula Grants, 2 Quest Grants and one Supplemental Funding Grant. The charts and graphs were presented in the meeting packet. Ben would like the board to approve a transfer of \$225,000 from the Dislocated Worker funds to the Adult program. The WCDC approved the transfer during their meeting last week. This approval is with the stipulation that if more money is needed to be moved between these fund, Ben would have the authority to transfer up to \$25,000 toward the end of the grant. Willie then asked for a motion to approve the transfer.

Motion: A motion was made by Dr. Harris and seconded by Bob Sancamper to approve the transfer of \$225,000 from the 1D funding to the 1A with the stipulation that if money need to be transferred, Ben has the authority to move up to \$25,000 if needed. All votes aye. Motion Carried.

Ben then reported on the percentages of the Direct Training, Youth Work Experience, In-School and Out Of-School Youth. At the next meeting the participant mileage reimbursement amount will be revisited and if the allocations for the PY 24 Formula Grant are received in time, it will need to be approved by the board.

Ben then announced a Fiscal Assistant position has been posted. The post is for a twenty hours per week part-time position.

- The One-Stop Recertification – (will be asking for board members to review the One-Stop Center to complete the Recertification) due at the end of June.

Committee Reports

Business Services Team – Robert Heape reported on the Business Services Team Committee Meeting held at 3:00 p.m. before the WDB Meeting. Chris is representing WIOA at the Graham Correctional Center in April. The Partners are continuing sharing upcoming job openings and events. The website was discussed. Partners can submit job links to the site.

One-Stop Partner Committee – Dr. Val Harris reported on discussions during the One-Stop Committee Meeting held at 3:30 p.m. The committee is making progress on the customer satisfaction and referral process. The Service3 Integration Goals will be discussed at the next meeting.

Youth Committee – Matt Jones reported that the Youth Committee discussed Youth Initiatives, trying to get Bunker Hill and other schools in the area interested in a program similar to Chucks. Ben reviewed the Youth budgets. In next year's budget, the state is getting an increase in the Youth budget, so we're hoping some of that will trickle down to our Youth funding.

Partner Reports

Policy Review Committee – No meeting held.

Partner Reports

Bob Sancamper, Labor Rep. – The solar field in Jersey and Greene Counties are moving along. They are doing asphalt/concreting up Rt. 108 to the other side of Greenfield.

Alice Bunjan, Lewis and Clark Community College – A Job Fair will be held on April 3rd from 9:00 a.m. until noon on campus. Lewis and Clark has a new Pharmacy Tech Program. They are expecting anywhere from 100 to 300 attendees. Over 40 employers have registered.

Jim Timpe, HSHS St. Francis Hospital – The hospital and other healthcare employers are badly in need of licensed professionals; nurses especially, but all licensed professionals including CNAs.

Nick Williams, Farmers State Bank – The farmers are getting ready to start farming. West Central won the basketball tournament last fall.

Joena Meier, Black Rooster Antiques – Both antique malls located where Joena is has sold, but she is going to continue. A small cell phone shop is moving in.

Program Manager's Report:

Chris directed the board to the LWIA 21 CEO and LWIA 21 Program Oversight Charts included in the packet. The Oversight Report reflects customers served and Chris explained the exit and follow-up procedures. The reports also include the program breakdowns by Education Provider, Work Experience, etc. He also discussed his participation in the TPM training and how this training will be put to use in the future.

Executive Director's Report

Matt Jones stated that there are two voting items on the agenda.

1. Submission of Local Plan, Service Integration Plan, Service Integration and Regional Plan

Motion: It was moved by Jim Tempe, seconded by Joena Meier to approve the submission of the Local Plan, Service Integration Plan, and Regional Plan as presented. All votes aye. **Motion Carried.**

2. Incumbent Worker Training Projects -- This project is with Rutland Fire Clay Company in Jacksonville. The total cost of the training will be \$49,400.

Motion: It was moved by Val Harris, seconded by Vicky McElroy to approve the Incumbent Working Training Project as presented. All votes aye. **Motion Carried.**

Matt discussed the following topics in his report, all of which is included in the meeting packet.

- Monitoring results letter
- Part-time Fiscal Assistant Job Description
- Performance Measures
- Core A/Local Services IDES unemployment numbers for the region
- Illinois Laborers' and Contractors Joint Apprenticeship and Training Program
- Made in Illinois -- Productivity and Innovation Grants for Illinois Grant Manufacturers
- Illinois 2023 State of the Workforce Report
- The 10 Biggest Workforce Challenges Facing America today

Willie Rees, *Evergreen Farms* – People in Jacksonville are very disappointed in the new Hy-Vee Store. The Solar Project is doing well and growing.

Robert Heape, *DRS* – Services are available If you have referrals, please send them.

Debbie O'Dell, *Scott County Nursing Center* – The nursing home is still struggling, trying to get over the effects of post COVID. The County Board Chair, Commissioner Tom Peterson is in the early talks of making the nursing home solar.

Val Harris, *Lewis and Clark Community College* – In late spring, they will be offering LPN, Human Services, and Avionics. Also new, will be Court Reporting and CDL "B" driver's license. June 6 will be the High School Diploma Graduation and the Adult Education Grant is due on May 3rd.

The next Workforce Board will meet May 23, 2024.

Adjournment at 7:38 p.m.

David Bates

Chairman

5/23/24

Date