

LWIA 21  
Workforce Development Board  
Business Services Team (BST) Committee Meeting Minutes  
May 23, 2024

Robert Heape called the meeting to order at 3:03 p.m.

**Roll Call** by Introduction and Sign-In Sheet.

**Roll Call:**

Robert Heape  
Matt Jones  
Chris Casey  
Marsha Mueller  
Dr. Val Harris

**Remote:**

Tory Davis  
Alice Bunjan

**Approval of Minutes**

Robert Heape asked the board to approve the 3/28/2024 meeting minutes included in the meeting packet.

**Motion:** It was moved by Chris Casey, seconded by Alice Bunjan to approve the 3/28/2024, WCDC Meeting Minutes as presented. All votes aye.

**Motion carried.**

**Discussion Points**

Members need to continue to share emails regarding job fairs, employment opportunities, etc. Matt stated that Staff Quick is in the Job Center every Wednesday afternoon. We are continuing to post to the website; partners feel free to post upcoming events, job postings, etc. It was noted that Shelia Cutright does an excellent job-sharing job postings and upcoming events. Chris Casey stated staff has been maintaining the website for a year. Robert suggested the partners visit the website and review their agencies information. Robert asked that the partners send anything to be posted on the website to Betty. Dr. Harris stated that she has been sharing her information with LWIA 22 and will include 21 on her emails.

Matt asked Tory Davis to give an update on the Illinois Work Share Program.

Chris Casey has been adding success stories to the WCDC website. Matt encouraged partners to share their success stories on the website. Dr. Harris stated that the Macoupin County Jail will be the site for the Illinois High School Diploma classes that will start in July. Coleen Moore is teaching the classes.

Matt Jones and Chris Casey gave an update on the Regional Business Services Team. Matt and Chris have been working with Westermeyer Industries. Matt gave an update on the Supplemental Grant (Governor's General Revenue Funds)

Tory Davis gave an update on Manufacturing Week and the Proclamation from the Governor.

Chris Casey advised the committee of the addition of National Able to the Partners PowerPoint in the Job Center. Chris gave a report on the IDOC Re-Entry Event, Talent Pipeline Management (TPM) and the Aviation Apprentice Program.

Dr. Harris discussed the Aviation Apprenticeship Grant with West Star Aviation, a non-credit drone training course.

The next meeting will be August 22<sup>nd</sup> and is based on the tentative meeting schedule that will be presented to the Workforce Development Board. It is being presented that the Boards adapt a quarterly meeting schedule. Dr. Harris stated she felt the partners should meet monthly when needed.

**Adjournment at 3:29 p.m.**



Robert Heape, Chair



Date