

LWIA 21
Workforce Development Board
One-Stop Partners/MAAJC Committee Meeting Minutes
May 23, 2024

Dr. Val Harris called the meeting to order at 3:36 p.m.

Roll Call by Introduction and Sign-In Sheet.

Roll Call:

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

Remote:

Dirk Muffler
Alice Bunjan
Tod Parchman
Lesley Savage
Kim Segara

Lesley Savage introduced Ms. Kim Segara, who is the Local Office Administrator for Macoupin County's DHS Office.

Approval of Minutes

Dr. Harris asked the board to approve the 3/28/2024 meeting minutes included in the meeting packet.

Motion: It was moved by Robert Heape, seconded by Lesley Savage to approve the 3/28/2024, WCDC Meeting Minutes as presented. All votes aye. **Motion carried.**

Discussion Points

The Customer Satisfaction and Customer Referral forms and MOU are in place. The Service Integration Goals were reviewed. The overarching goal is to improve reporting within the partners. A Survey Monkey Tool is being reviewed. Several referral systems/processes have been reviewed; Unite Us, Unify, etc. Matt Jones sent out information on WIOA Wednesday. He will send a hardcopy and the website link.

Chris Casey said there is a survey on the website that we could build from and adapt. Val Harris felt we could do better with referrals. Chris Casey stated with IWDS 2.0 there is a referral system to other partners. Robert Heape has a referral form we could use temporarily. Chris stated the importance is in the tracking. Val Harris suggested breaking into smaller groups to look at the Customer Feedback

and Referrals. Robert stated that you could call the IDHS Office to enter a Web Referral, DHS will direct them to right person. It was suggested that "Item 4" be removed and replaced with less complicated goals. It was suggested to form small groups to address "Item 5", This consists of 7 goals and 30 points. Matt pulled goals and included them in the MOU. The long-term goal will be the IWIB Evaluation. Matt asked that the members review page 5 and 6 in the MOU. The MOU is for 3 years.

Dr. Harris stated that the Workforce Development Board Meetings will be moving to quarterly meetings. With all the goals that need to be met, she suggested having a meeting between the quarterly meetings. She asked for suggestions on Service Integration and Self -Assessment on pages 5 and 6 of the MOU. IDES asked that all changes to the MOU be highlighted. The MOU is due on the 30th. Dr. Harris thanked everyone for the work that went into the MOU. Matt Jones stated that other required items will be completed and submitted before the end of June. Dr. Harris discussed the CEJA Program, off to a slow start but it is moving forward. Matt gave an update on the Walmart Grant and QUEST 1 is wrapping up and we hope to serve 18 or more customers with the QUEST 2 Grant. LWIA 21 applied as a sub-grantee for "Home Illinois." This grant will cover training and wrap around services for the homeless in 4 of the 6 counties. Matt also updated the committee on the WIOA Supplemental Grant and Incumbent Worker Training projects. Dr. Harris again mentioned the CEJA, Model for Construction and Solar Training Programs.

Transportation Increase

Matt stated that participant mileage will increase to .50 per mile and a \$60.00 per day cap, effective July 1st.

Partner Updates

Lewis and Clark had graduation ceremonies last week. The LCCC Job Fair had 100 attendees.

Next Meeting is August 22, 2024.

Adjournment at 4:17 p.m.

Valerie K Harris
Dr. Val Harris, Chair

8/22/24
Date