

LWIA 21
Workforce Development Board
Business Services Team (BST) Committee Meeting Minutes
November 20, 2024

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

Roll Call by Introduction and Sign-In Sheet.

Roll Call:

Chris Casey
Dr. Val Harris
Robert Heape
Matt Jones
Marsha Mueller-Boehler
Betty Scheldt

Remote:

Jennifer Reed

Approval of Minutes

Robert Heape asked the board to approve the August 22, 2024, meeting minutes included in the meeting packet.

Motion: It was moved by Dr. Val Harris and seconded by Jennifer Reed to approve the August 22, 2024, Business Services Team Meeting Minutes as presented. All votes aye. **Motion carried.**

Discussion Points

Chair Robert Heape asked members to continue to share emails regarding job fairs, employment opportunities, etc. Jennifer Reed explained the process of reaching out to businesses in the Jacksonville and Springfield areas to update contact information. She will also use this time to offer a virtual workshop, lasting from ½ hour to an hour, on all the WIOA Partner Agencies and what we have to offer specifically to employers. The workshop would be held possibly in late January or early February of 2025. She would also like ideas on an email tagline that would catch the reader's attention.

Matt Jones reported on the website. Many things have been added like success stories, jobs, hiring events, board meetings, etc. Chris reported that our number of site visits has been steady. For Manufacturing Week, our area manufacturers and schools were highlighted.

Matt explained that no one from WCDC could attend the Regional BST meeting due to being in the process of moving the Litchfield Job Center to the South Litchfield Township Office at the time of the meeting. LWIA's have been working on Supplemental Grants to use for Incumbent Worker Training and other special projects.

Chris discussed the WIOA Partner Power Point presentation. At the end of the year, we will review and make changes and updates to the partner narratives.

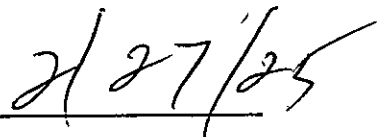
Robert will be representing the agencies for the IDOC Re-entry Program in Jacksonville. Chris attended the Graham Correctional Facility (Hillsboro) in September with approximately fifty participants.

Chris discussed Talent Pipeline Management (TPM). He has spoken with Jacksonville and Litchfield regarding possible TPM projects.

The meeting adjourned at 3:30 p.m.



Robert Heape, Chair



Date