

CEO Board Meeting Minutes
November 6, 2025

Board Chair Doug Donaldson called the meeting to order at 5:01 p.m.

Roll Call by Introduction and Sign-In Sheet.

In-Person:

Robert Schafer

Doug Donaldson

Matt Jones

Marsha Mueller

Chris Casey

Tony Wiggins

Ben Beckwith

Quorum Present

Approval of Minutes

Doug Donaldson asked the board to approve July 17, 2025, meeting minutes included in the meeting packet.

Motion: It was moved by Robert Schafer, seconded by Tony Wiggins to approve July 17, 2025, CEO Meeting Minutes as presented. All votes aye. Motion carried.

CEO Consortium Board Overview & Membership Discussion

Matt Jones presented the CEO Consortium Board Report. Matt went over the board memberships and presented the organizational charts as included in the packet. Matt noted that the information in the packet is from October 16, 2025, meeting that was rescheduled for November 6th. The org chart for the Workforce Development Board has changes to be made, including Dr. Katie Dudley will no longer be serving as Dr. Trzaska's proxy. Katie has taken a position with U of I Extension. Matt asked the CEO Board for approval to appointment Dr. Katie Dudley to the West Central Development Council Board as an at-large member.

Motion: It was moved by Tony Wiggins, second by Robert Schafer to approve Katie Dudley to the West Central Development Council Board as a member at large as presented. All votes aye. Motion carried.

Matt went over the staff organizational charts and noted that Kate Fox has resigned as Career Specialist in Carlinville and taken a position with Lincoln Land Community College. The Career Specialist opening has been posted and 4 applicants have applied for the position.

Executive Director's Report

Matt Jones went over the Core "A" Services Report that was included in the meeting packet. This report reflects the number of services performed by the Job Centers on a monthly basis. Matt noted that October was the highest number of Core "A" Services to date. Scott County Chair Robert Schafer noted that the homeless number seems to be up in his area. We have the Homeless Illinois Grant but have not been able to serve many for a variety of reasons. Matt went over the Performance measures and stated that we are in the 2nd quarter, and these numbers will change over the next six months or so. The IDES UI and Labor Market Reports were also included in the packet. If the counties need any labor information we can get that information for them in a timely manner. Also, included in the packet were 3 success stories & CDL and Healthcare are still the high demand occupations. Matt briefly discussed the federal shutdown and that we have been able to draw down our funds as usual to this point. The Virtual Reality (VR) Headsets are being utilized in the area schools. There are 2 active Incumbent Worker Projects and these projects are funded through the Supplemental Grant. WCDC staff will be involved with the Rapid Response Event being held for Georgia Pacific in Mount Olive. They are closing their doors at the end of the year with 134 employees being affected due to the closure. With all the events happening in November and December we will forego the annual Board Open House in December and may plan an event in Spring 2026.

Fiscal Officer's Report

Fiscal Officer Ben Beckwith noted that the reports in the packet reflect September information/numbers due to the October meeting being postponed. Ben updated the board where we are with funding due to the government shutdown. We were told we could expect delays in funding, usually could take 7 to 10 business days but in some cases the funds are arriving earlier than usual. Currently working with 2 formula grants, the QUEST 2 Grant has been spent out and we have a couple of prospective participants for the Homeless Illinois Grant. We have 1E Rapid Response funding available for the upcoming events and we are on track with the carry over dollars. Kate was to be the trainer for the 2.0 Train the Trainer Program, but with Kate gone we will not be taking the lead on this project. Ben explained a few more of the fiscal items within the report and also discussed the 4 Key Financial Metrics.

Program Manager's Report:

Chris directed the board to the LWIA 21 CEO and LWIB Program Oversight Charts included in the packet. The Oversight Report reflects customers served, exits and follow-up. Chris explained the exit and follow-up procedures. The reports also include the Program Breakdowns by Education Provider, Paid Work Experience, etc. and Chris went over the breakouts by county. Chris stated that we plan to work on increasing the number of participants in Scott County & Bob Schafer agreed there is a definite need. Chris went over the breakdown by county and explained that Kate Fox's caseload has mostly been transferred to the Jacksonville career specialists. Chris went over the high demand occupations, Paid Work Experience and Core "A" Services.

WCDC and WDB Chair Reports:

Matt Jones presented the WCDC and WDB Chair updates. Matt stated at the August 21, 2025, WCDC meeting the board approved the staff raises and the update to Betty's job description and they will meet again November 20, 2025. The Workforce Development Board will meet next on November 12, 2025.

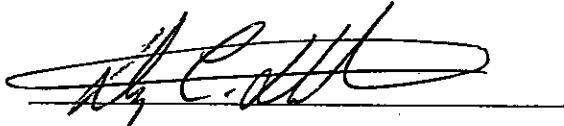
Public Comment

No Public Comment

The next CEO Consortium Board Meeting will be January 15, 2026 at 5:00 p.m.

Adjournment

Motion: It was moved by Tony Wiggins, seconded by Robert Schafer to adjourn at 5:52 p.m. as presented. All votes aye. Motion carried.



CEO Chair Signature

1/15/26

Date