

**One-Stop Partner Committee
Meeting Minutes
April 20, 2010**

MEMBERS PRESENT: Judy Fiste, Pam Furlan, Janet Graham, Becky Lambert, Judy Mason, Lori Pemberton, Joel Torbeck

MEMBERS ABSENT: Bobbi Adams, Debbie Clausen, Sara Escatel, Sue Isermann, James Knauf

OTHERS PRESENT: Karen Keller, Damon Neiggemann

The One-Stop Partner Meeting was called to order at 4:05p.m. by Pam Furlan.

Pam Furlan introduced Damon Neiggemann, new Chief Financial Officer for the Business Employment Skills Team, Inc. (BEST, Inc.) office in Peru replacing Becky Lambert who will be leaving her position in May.

Approval of Meeting Minutes

A motion was made by Judy Mason to approve the February 16, 2010 Meeting Minutes. Motion was seconded by Lori Pemberton and carried.

Business Meeting - Review of 2009 Goals and Set 2010 Goals

Pam Furlan said that the Job-Search Workshop (originally to be held in the newly-renovated Illinois Department of Employment Security (IDES) office) in conjunction with their Grand-Opening has been canceled. She said she received a call from Samantha Warren, Regional Director for Congresswoman Debbie Halvorson; recommending that BEST, Inc. have a Job Hunters Boot Camp while the Congresswoman is in this district. Pam suggested conducting 10-minute resume reviews and training in online applications and mentioned that Congresswoman Halvorson would attend for a meet and greet. She said the intent is to hold the event on Saturday, June 12, 2010.

Judy Mason questioned who was responsible for funding the event and was told by Joel that cost is not an issue because Illinois Valley Community College (IVCC) is a partner. Judy also questioned how long the event would be. She suggested bringing in a Veteran representative from an IDES office and having computers available for attendees to log on to the IllinoisworkNet™ and Illinois Skills Match websites. Joel suggested a good time would be from 10:00 a.m. - 2:00 p.m. and said the time should not conflict with the school schedule as school is not in session that day. He said that we would like to conduct the event in half of the cultural center.

Becky Lambert questioned whether there was a computer lab in the cultural center and Joel said that there may be an issue getting technical support to work overtime on a Saturday to accommodate a computer lab.

Pam said that it sounds like Samantha Warren will contact Jerry Corcoran, Vice-President of IVCC to make all the arrangements.

Pam asked committee members if they would like to volunteer their time for this event and the outcome was:

Judy Mason said yes pending overtime approval

Joel Torbeck said yes

Lori Pemberton said yes

Janet Graham said no due to lack of funds and feeling of no company contribution

Judy Fiste said no due to the feeling of no company contribution

Pam told Janet Graham that BEST, Inc. may have her office send out flyers on this event.

Memorandum of Understanding (MOU) for PY2010

Joel Torbeck stated that Jo Ann Johnson will send out a matrix to committee members requesting any changes being made to the MOU before the next One-Stop Partner Committee meeting.

No Place Like Home Update

Pam said that No Place Like Home (NPLH) has received 4,532 hits since it was launched in September 2008: There are 56 postings, 10 that are open. St. Mary's Hospital prefers to keep a link directly on our NPLH website. 18 employers have posted job positions on the website.

End of PY08 Financial Reports

Becky presented the PY08 Financial Reports and asked committee members to approve them. Judy Mason motioned to approve the PY08 Financial Reports. Motion was seconded by Joel Torbeck and carried.

Illinois workNet™ Update

Joel told committee members that the quarterly reports were done. Two people attended a webinar through IllinoisworkNet™ on incumbent worker training increasing numbers and names on that website. Sara Escatel just received the posting for the workshops on ArcelorMittal. Joel mentioned that if any of the partners were interested in free announcements to contact either Sara Price at IVCC or Carrie Folken at BEST, Inc. as they do content for the IllinoisworkNet™ website. He mentioned that the incumbent worker training webinar was long and no questions were asked because it was very thorough.

Update of LaSalle County Transportation Committee

Pam told committee members that Jim Monterastelli, the president of the LaSalle County Transportation Committee has asked to give a PowerPoint presentation at the May NCI Works Committee meeting. She said that the NCI Works Executive Committee has suggested reviewing

the presentation beforehand. She said when she retrieves a copy of the presentation she will share it with the Executive Committee and that committee can decide whether it is something they would like to pursue, adding that his presentation may be limited to ten minutes because of time constraints.

Illinois Department of Employment Security

Judy said that the IDES office will not be moving on April 30, 2010 as planned and work has halted.

Judy said that the IDES computer system upgrade will take place on Wednesday, June 2, 2010. She said the computer system will not be available to any IDES office on June 3 and 4th, however; claim applications and certifications will be available online to claimants. She said the go-live date will be on Monday, June 7th and that access to the prior computer system information will not be available to partners after this date. She said that Pam Nelson is returning to work as a supervisor and was requesting an office for her from the committee members.

Judy said that the IDES office will be holding weekly job-search workshops beginning May for the general public in addition to the monthly job-search workshops for unemployment insurance (UI) profiled customers. She said the Ottawa IDES office would like to conduct these workshops every Tuesday between 2:00 p.m. and 4:00 p.m. and that flyers will be handed out on this workshop. She disseminated forms for members to fill out that disable people no longer working with BEST, Inc. and NCI Works agencies from accessing the Illinois Skills Match website adding that the form has to be faxed to Ralph Miller, ISM Coordinator for this region.

Judy said that her two Manpower personnel will be leaving on April 30, 2010.

ARRA Discussion

Janet Graham said one person was hired in LaSalle County and another for Marshall County with a 2-year guarantee and they will eventually become permanent staff.

Pam Furlan said that BEST, Inc. will work with the Department of Natural Resources (DNR) project which will consist of 2 crews. She said that possibly a small Workforce Investment Act (WIA) youth program with 20 youth may be operated.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Joel Torbeck motioned to adjourn. Motion was seconded by Judy Mason and carried. Meeting adjourned at 4:50 p.m.

Karen Keller