

**North Central IL Works
Meeting Minutes
November 18, 2008**

The NCI Works Meeting was called to order at 5:30 p.m. by Chairman Lonnie Doan. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
Bobbi Adams	X		Scott Harl	X	
Jim Andreoni	X		Linda Hessenberger	X	
Bernie Anderson		X	David Howell	X	
Kris Boggs		X	Sue Isermann	X	
Anthony Bollman		X	James Knauf		X
Linda Burt		X	Becky Lambert	X	
DeAnna Carlson	X		Deborah Madsen	X	
Jim Carlson		X	Judy Mason		X
Vicki Carlson	X		Dave McClure		X
Debbie Clausen		X	George Mihel		X
Kip Colgrove	X		Jean Millar	X	
Jim Conness	X		Mike Neuenkirchen		X
Lonnie Doan	X		Mike Phalen	X	
Sara Escatel	X		Tom Pigati	X	
Tim Farraher		X	Jim Quesse	X	
Judy Fiste	X		Louie Sekula	X	
Mark Fitzgerald		X	Mary Stouffer	X	
John Fritts	X		John Theisinger		X
Pam Furlan	X		Joel Torbeck	X	
Janet Graham	X		Bill Urnikis	X	
Beth Hahne		X	Lynn Wagner	X	
			Gerald Waszkowiak	X	
Chief Elected Officials					
Marc Wilt			Art Rigby		
Gilbert Tonozzi			John Fritts		

OTHERS PRESENT: Jo Ann Johnson, Carol Betts, Jessica Green, Rhonda Kliman

Approval of the Meeting Minutes

Jim Andreoni motioned to approve the September 23, 2008 Meeting Minutes as submitted. Motion was seconded by Jean Millar and carried.

Chairman's Comments

Lonnie welcomed Sara Escatel to the NCI Works Board. Lonnie informed members that Sara was recently appointed by the Chief Elected Officials replacing Mary Gross.

Member Resignation

Lonnie informed members that Mike Neuenkirchen submitted a letter of resignation from the NCI Works as he is no longer with the Streator Chamber of Commerce. Gerald Waszkowiak motioned to accept Mike's resignation with regret. Motion was seconded by Lynn Wagner and carried.

Presentation & Discussion

Ronda Kliman with the U.S. Department of Labor Office of Apprenticeship was introduced to members. Ronda informed members that she covers 17 counties and is located in Rockford, IL. Ronda informed members that the video that she wanted to show was not compatible with the computer. She said that she would email the video to Pam (Furlan) who can forward it to members. Ronda then presented a power point presentation explaining the services available with the Office of Apprenticeship. She said that today, Illinois has 475 Department of Labor apprenticeship programs representing 40,000+ separate employers who offer apprenticeship training to more than 19,000 apprentices. Ronda outlined the goals of the Office of Apprenticeship noting that they would like to strengthen linkages with workforce investment and educational systems. She continued by providing examples of activities and provided some next steps to consider in strengthening collaboration between the workforce investment board and apprenticeship staff.

Discussion Topic

Members then discussed how they might be able to work with the Office of Apprenticeship. Jim Conness stated that he has coordinated efforts with the Office of Apprenticeship with good results. After discussion, it was agreed that a task force be created to further discuss apprenticeship possibilities. The following members volunteered to serve on the task force: Jim Conness, Louie Sekula, Gerald Waszkowiak, Sue Isermann, Mary Stouffer, Pam Furlan. Ronda Kliman said that she too will be a part of the task force.

Committee Reports

Youth Council – Jim Andreoni informed members that the Youth Council reviewed the results of the 2 Work in the Real World events that were held. He said that the Youth Council is considering making changes to this event by having it in conjunction with the Career Fair at IVCC.

Pam Furlan informed members that she is meeting with Ottawa High School in the morning to discuss a possible program with PetsMart and Ottawa High School.

Business Liaison & Marketing – Linda Burt informed members that the current officers have agreed to retain their position with NCI Works. Linda then presented the slate of officers for the coming year.

They are:

Lonnie Doan, Chairman

Debbie Clausen, Vice Chairman

Sue Isermann, Secretary

Lonnie then asked for additional nominations from the floor. Jim Andreoni motioned to close the nominations and elect the present slate of officers. Motion was seconded by Debbie Madsen and carried.

Bylaw Amendment – Lonnie Doan reminded members that action was taken at the last meeting to pass a bylaw amendment that was presented to members. It was agreed that members would be allowed to vote on this matter at this meeting and a roll call vote of members who were not present at the September meeting was taken.

Bobbi Adams – Yes	Judy Fiste – Yes	John Fritts – Yes
Janet Graham – Yes	Scott Harl – Yes	Deborah Madsen – Yes
Jim Quesse – Yes	Mary Stouffer – Yes	

With all votes accounted for, 2/3rds of the membership voted to accept the Bylaw Amendment. Bylaws were corrected to reflect the following change:

Article VI (Meeting Procedures, Voting Rights)

- h. In order to vote on any matter coming before North Central Illinois Works a quorum must be present. A quorum shall consist of thirty-five percent (35%) of the membership.
- i. If a quorum is not present at a regular or special meeting of the North Central IL Works, its committees or Youth Council, the chairperson may entertain consensus of the membership present to allow for a vote-in-absence. Said communiqué may be in the form of a letter, fax, e-mail or other written communication and must be received by the chairperson or his/her designee within 5 days after the meeting.

Results from the vote-in-absence will be documented in the meeting minutes.

Logistics Council Meeting – Pam highlighted the speakers for the NCILC meetings. She said that the NCILC is moving to transition from the NCI Works to probably North Central IL Council of Governments.

Business Round Table – Joel Torbeck informed members that he met with Lonnie Doan, Tim Farragher, Beth Hahne and Debbie Clausen and discussed companies and their aging workforce. Joel said that they will be contacting some of the larger businesses to find out if they have done any type of analysis of their aging workforce. He said that the group talked about getting a subcommittee made up of some of these employers to discuss options. Joel said that they developed a questionnaire and will make person-to-person calls with these businesses.

Lonnie informed members that this discussion started about a year ago and the group has named itself the Cost Effective Retirement Transition (CERT). Lonnie also told members that Brian Serby by SABIC is a part of this group. Pam Furlan volunteered to serve on the CERT group. Lonnie said that anyone who is interested is invited to attend the next meeting.

Education Action Team – Lynn Wagner informed members that the Education Action Team talked about WorkKeys. Mary Stouffer explained WorkKeys to members noting that it is part of the ACT tests that all juniors are required to take. It was noted that local employers should be encouraged to contact local high schools and ask for the potential employees transcripts. It was also stated that local employers are not sure what they can and cannot ask for. With that being the case, Jay McCracken (Chairman of the Education Action Team) was going to ask Rosalyn Pigati to join the group and help with this project.

Members then briefly discussed WorkKeys.

Accountability Committee – Jim Andreoni informed members that the Accountability Committee will be reviewing the goals that will be reported by the standing committees of NCI Works. He said that at the next meeting, the committee will try to come up with quantifying results of each committee.

Jim said that correspondence was received from DCEO and there were no violations on the recent monitoring that was conducted.

Jim reminded Committee Chairs that 2009 Goals and 2008 Performance Reports will be due so that the committee can review them at the January Accountability Committee meeting.

Private Sector Employer Committee – Lonnie said that the PSEC had not met, so no report was provided.

Planning / Organizational Resources Committee – Lynn Wagner informed members that the Planning / Organizational Resources Committee met and reviewed the Plan Modifications for the Adult, Dislocated Workers and Youth Plans. A copy of the changes were provided with each members meeting materials. Lynn Wagner motioned to approve the Plan Modification for the Adult, Dislocated Workers and Youth Plans as presented. Motion was seconded by Jim Andreoni and carried.

Other Business

Flood Grant – Pam Furlan told members that Joel Torbeck made contacts with affected cities and no one was interested in pursuing a flood grant.

BEST, Inc. Soft Skills Workshop Update – Pam Furlan informed members that copies of the evaluations were provided for the Soft Skills workshops that were held with local companies. She stated that based on the evaluations, the workshops are being well received.

“No Place Like Home” Update – Pam Furlan told members that the No Place Like Home website is launched and it lists 27 job openings. She said that St. Mary’s Hospital in Streator has a link to their website which has job openings on it. Pam is encouraging employers to list positions paying \$15.00 or more on the No Place Like Home webpage regardless if there is a position open or not. Pam also told members that about ¼ of all high schools were contacted about putting a link on their website and/or announcement in their newsletter.

Pam commented that so far, the No Place Like Home webpage had received about 300 hits.

Membership List

Lonnie told members that an updated Membership List was included with their meeting materials. Any corrections should be forwarded to Jo Ann or Carol.

Meeting Schedule for 2009

Lonnie informed members that the 2009 meeting schedule was enclosed with the meeting materials. One correction he pointed out was the November NCI Works meeting will be held on the 17th instead of the 24th. Lonnie also stated that the Executive Committee will be getting together in early January.

Public Comments

Pam Furlan introduced Jessica Green to members. Jessica is the fiscal officer for the Business Employment Skills Team in Peru.

Adjournment

Joel Torbeck motioned to adjourn. Motion was seconded by Sue Isermann and carried. Meeting adjourned at 6:50 p.m.

Jo Ann Johnson

Approved by:

A handwritten signature in blue ink that reads "Sue Isermann". The signature is written in a cursive style with a long, sweeping underline.

Sue Isermann
Secretary