

**One Stop Partner  
Meeting Minutes  
August 19, 2008**

The One Stop Partner Committee Meeting was called to order at 4:10 p.m. by Chairperson Debbie Clausen.

**MEMBERS PRESENT:** Deb Clausen, Judy Fiste, Mary Gross, Sue Isermann, James Knauf, Judy Mason, Joel Torbeck

**MEMBERS ABSENT:** Bobbi Adams, Pam Furlan, Janet Graham, Becky Lambert

**OTHERS PRESENT:** Carol Betts

**APPROVAL OF MINUTES**

Sue Isermann motioned to approve the June 17, 2008 Meeting Minutes as presented. Motion was seconded by Mary Gross and carried.

**BUSINESS MEETING**

**Memorandum of Understanding (MOU)**

Judy pointed out that the Agency Name needs to be inserted instead of Diana Graham for HUD. Deb said Gil Putnam County Board should be the Agency instead of Gilbert Tonozzi for the Chief Elected Official. Joel and Sue indicated that the correct name for Jerry Corcoran and Dr. Jerry is Dr. Jerry Corcoran.

Because of an oversight no formal action was taken by the committee. However, Chairman Deb Clausen stated that the committee unanimously accepted the MOU with the above corrections.

**Resource Sharing Agreement for Program Year 2008**

Joel explained that the Resource Sharing Agreement breaks up the cost of running the system. It includes the breakdown of the all the system costs including rent and costs for board operations.

Mary said this was discussed at the last meeting since some costs increased.

If the committee approves the agreement, Judy will send it to her CFO.

Because of an oversight no formal action was taken by the committee. However, Chairman Deb Clausen stated that the committee unanimously accepted the Resource Sharing Agreement and recommended it be submitted to the full board for approval.

Judy said she needs help in the Resource Room monitoring and helping customers. She needs someone with computer skills that can assist clients with resumes, cover letters, and exploring jobs. She's looking for consistency; she would like to be able to tell clients that someone is available to help them at specific times. Judy is looking to the partners first to fill this void hoping to be able to work something out to offset or negotiate facility costs.

Jim thought he may have some customers that would be willing to help by dedicating a day a week.

**Illinois Workforce Development Week**

Joel read the following report written by Pam:

- To date, appeared before Putnam, Bureau and LaSalle County Boards; all passed resolution recognizing August 24 – 30 as Workforce Development Week
- Tonight will appear before Lee County Board; expect them to pass resolution as well
- Co-Hosting IVAC After Hours with Tupperware Aug. 28 – everyone is invited
- Co-hosting Regional Retention Summit Aug 29
  - Carol distributed copies of the invitation to the committee members.

### **No Place Like Home Update**

Joel gave the following report written by Pam:

- To date, we have received 12 jobs notices from the hospitals in Streator and Ottawa, MetoKote manufacturing company and PetSmart.
- Working with ArcelorMittal to get entry level steel worker positions on (\$16.39/hour)
- Expect to get additional jobs from PetSmart, Carus Corporation and Advantage Logistics
- Working on website – several revisions. Bobbi has been very helpful and provided some good suggestions. HOPE it's ready by end of next week.
- Great cooperation from all the chambers
  - Carol distributed copies of newspaper articles to the committee members.

### **Update On Illinois Worknet**

Joel reported that there are no longer required monthly report only quarterly reports. Currently, the system requirements are being analyzed to see who is needed, who the partners are, and who we'd like to have and who we don't have.

Joel also said that all grant conditions were met. He said that unless there's an objection, the sign for the One Stop Center will be put up September 2<sup>nd</sup>. Judy said she needs something in writing to submit.

Joel stated that the next step is to get more employer involvement. He's hoping there maybe some way to link our site to No Place Like Home.

Judy said she asked to have Illinois Skills Match to No Place Like Home too.

### **OTHER BUSINESS**

None

### **PUBLIC COMMENTS**

None

### **ADJOURNMENT**

With there being no further business a motion was made by Joel Torbeck to adjourn. Motion was seconded by Jim Knauf and carried. Meeting was adjourned at 4:35 p.m.

Carol Betts