

**One-Stop Partner Committee  
Meeting Minutes  
April 19, 2011**

**MEMBERS PRESENT:** Debbie Clausen, Pam Furlan, Janet Graham, Sue Isermann, Lori Pemberton, Dianna Schuler, Joel Torbeck

**MEMBERS ABSENT:** Bobbi Adams, Sara Escatel, Judy Fiste, James Knauf

**OTHERS PRESENT:** Karen Keller

The One-Stop Partner Meeting was called to order at 4:00 p.m. by Chairperson Debbie Clausen.

**Approval of Meeting Minutes**

A motion was made by Dianna Schuler to approve the February 15, 2011 Meeting Minutes as presented. Motion was seconded by Lori Pemberton and carried.

**PY 2011 Memorandum of Understanding (MOU)**

Pam Furlan informed members that the Memorandum of Understanding (MOU), will be due to Department of Commerce and Economic Opportunity (DCEO) by May 30. She said the MOU needs to be reviewed and approved at this meeting so the final document can be presented at the May NCI Works meeting for their approval.

Joel told members that the cost sharing agreement was not included in the MOU because some partner agencies have moved into the One- Stop Center. He said an e-mail was forwarded to Terri Hogue from Judy Mason (prior to retiring) to renegotiate the rental agreement because the physical space and location of the agencies has changed. Pam Furlan stated she has not received any response yet.

Lori Pemberton identified a correction to the MOU. She said that Diane Chambers is the contact person for Experience Works.

Pam Furlan motioned to approve the MOU as corrected. Motion was seconded by Dianna Schuler and carried.

**No Place Like Home Update**

Pam Furlan informed members that No Place Like Home (NPLH) has had 7,804 hits since its launch in September of 2008.

Dianna Schuler said there are currently thirteen businesses with job openings. She said there are a total of 8 jobs with four direct links to local hospital pages. She said she is in the process of getting Dixon and Perry Memorial Hospital on the website. There are another 20 businesses that do not currently have openings, but account for another 59 occupations that are eligible to be on NPLH.

## **Illinois workNet®Update**

Joel Torbeck informed members that he has completed the quarterly report. He said that the Illinois workNet® website has begun to offer webinars. Debbie Clausen and Sue Isermann both informed Joel that they receive the webinar information.

Pam stated that she noticed the Manpower website was offering webinars and expressed interest to Debbie Clausen. Debbie said the webinars are recorded and can be found on the manpower website at: [www.us.manpower.com/webinarseries](http://www.us.manpower.com/webinarseries).

## **Update of LaSalle County Transportation Committee**

Dianna Schuler informed members that a job-search handbook was recently added to the BEST, Inc. website and the site has received 332 hits in 2 ½ months. She said BEST, Inc. has been running Public Service Announcements (PSA's) through the job center. Dianna said the handbook covers resume writing, cover letters, applications, interviewing can be printed from the website.

Dianna informed members that LaSalle County has finally passed a resolution agreeing to have the City of Ottawa act as a fiscal agent for the 5311 grant, a state grant specifically for rural transit. She said that the Ottawa City Council passed their resolution to accept that responsibility 2 weeks ago and that NCICG (North Central Council of Governments) is the point person for the application.

Dianna informed members that Bureau/Putnam County Transportation Committee has had their 5311 grant since 1988 and are going through the process to include Putnam County. She said they are on phase three of said process with 2 operators and that ridership has increased by 10% from last year. She said their website is [www.ridebpart.org](http://www.ridebpart.org), mentioning it stands for Ride Bureau Putnam Area Rural Transit.

## **I-39 Initiative**

Dianna Schuler informed members that the I-39 initiative involves two groups: along the interstate that divides into LaSalle Peru North and Oglesby South. She said BEST, Inc. is involved with the group to the South and that John Whelan and Theresa Kurtenbach are the DCEO (Department of Commerce and Economic Opportunity) regional individuals that spearheaded this initiative. She said the group has been meeting for a year and a half and have tried to bring communities along I-39 (Oglesby, Tonica, Lostant, Wenona, El Paso, Minonk, Toluca, Rutland, etc.) together to address issues concerning economic development along that corridor. She said the biggest issue is getting Ameren IP and Nicor Gas to find a working solution to invest in extending the infrastructure necessary for logistics or heavy manufacturing to the interstate. Dianna said the group is broken into 3 separate groups: Broadband Group (lead by Nora Fesco), Utilities and Workforce which will be lead by Dianna Schuler.

## **NCI Works Job Search Strategies for Success**

Pam Furlan said that Congressman Adam Kinzinger was approached and asked to participate in a Job Search Strategies for Success Workshop but he had prior commitments, so some of the NCI Works partners decided to have the event on their own. She said the event will be held on Saturday, April 30 at the Illinois workNet® Center in Ottawa. She said the event will include: “Do’s and Don’ts for the Interview and Beyond”, “Navigating the On-Line Job Market”, “One-on-One Resume Critiquing” and “One-on-One Interview Coaching”. Copies of the Job Search Strategies for Success flyer were provided to members.

Pam informed members that she and Joel have done a PSA on the event for Channel 35. Pam said Lori Pemberton will tape her PSA on Wednesday, April 27.

Pam informed members that she received an e-mail from John Spencer (LaSalle Broadcasting Corporation) agreeing to run a PSA about the Job Search Strategies for Success. She said that John forwarded that e-mail to the business department and Lou Anne Lenzie from the radio station has invited Pam to be on the radio live Monday, April 25.

## **Other Business**

Joel Torbeck stated that Judy Mason from IDES retired on March 30, 2011.

## **Public Comments**

None

## **Adjournment**

With there being no further business, Dianna Schuler motioned to adjourn. Motion was seconded by Joel Torbeck and carried. Meeting adjourned at 4:45 p.m.

Karen Keller