

**ONE STOP PARTNER
MEETING MINUTES
June 19, 2014**

The One Stop Partner Committee Meeting was called to order at 10:30 a.m. by Chair Vanessa Hoffeditz

Name	Present	Absent	Name	Present	Absent
Ed Bochniak	X		Jim Knauf		X
Nancy Curran	X		Jon Mandrell		X
Kathy Day	X		Stacey Parr		
Janet Graham		X	Tricia Wagner		X
Vanessa Hoffeditz	X				

OTHERS PRESENT: Pam Furlan, Bruce Larson, Jo Ann Johnson

Approval of the Meeting Minutes

Nancy Curran motioned to approve the April 17, 2014 Meeting Minutes as submitted. Motion was seconded by Ed Bochniak and carried.

Business Meeting

PY 2014 Memorandum of Understanding

Nancy informed members that IL Dept. of Employment Security (IDES) would like to include the following statement in the PY 14 MOU: “Proposes that each LWIB/LWIA utilize www.illinoisjoblink.com for their employer outreach tracking and job seeker/client job search activities and resume building”. Bruce Larson commented that by including the statement in the MOU would allow IDES to see what referrals were made. He said that it would also provide feedback into the labor market information. Nancy stated that currently, job seekers are given an option to establish a basic or plus account. She said that very soon, the basic account will be disbanded and job seekers will be forced to create a plus account. The main difference between the accounts, Nancy said, is that job seekers will be forced to include their full social security number on the plus account. Pam asked if this change applied to all Partners in the LWIA or just those Partners who work with job seekers. Vanessa pointed out that most of her customers are looking for weatherization assistance and not necessarily a job. Ed agreed with Vanessa’s statement as most of his customers are looking for housing assistance. Bruce said that he believed it was only for those Partners assisting job seekers. Pam continued by saying she understood if it was being used for labor market information but asked Nancy to confirm if all Partners were to be included.

Copies of the proposed PY 2014 MOU were then disseminated to members. Jo Ann asked members to review the matrix and if there were any changes to let her know as soon as possible. She said that she would disseminate the same information to the Partners who were not present at this meeting.

Menu of Services for Businesses and Individuals

Pam reminded members that at the last meeting Partners were asked to bring their list of services they provide to customers and businesses. She said that staff will be putting together a matrix of services to let businesses know what services the One Stop System can provide them. Pam said that the matrix will be distributed to local businesses by the Business Services Team.

Pam disseminated, as a sample, copies of brochures and a Partner services card that was used in the past.

Vanessa and Ed shared their materials with members. Pam said that staff would follow-up with the other Partners to obtain the information needed for the matrix.

Bruce noted that Sauk Valley Community College provides the GED program at the IDES in Sterling. Discussion then centered on Partners working together to assist the customer in not only obtaining their GED but assisting them with job search through IL Job Link. Vanessa echoed that Tri-County Opportunities is able to pay for some short-term training classes that may benefit the customer. Bruce said that he has talked with Kathy about using the Career Information System (CIS) which will allow the customer to build a resume, set priorities and conduct job search activities.

In closing, Pam said that staff would develop a draft of the matrix for the next meeting. She said that the matrix would be handed out to businesses and available at each of the Partner sites, posted on websites (if applicable) and available at Job Fairs and Forums. Nancy reminded members that she would need to receive IDES approval before she is able to move forward on this project.

Forum for businesses to learn about services by partner agencies

Pam reminded members that the discussion for a business forum was held with Partners prior to the merge of the local workforce areas. She said that the forum would provide an opportunity for local Partners to showcase what services and benefits they provide local employers. Members agreed that the forum was a great idea and discussion then centered on available dates and locations. It was agreed that the forum would be a ½ day event being held at the IDES Offices in Sterling and Ottawa the second week in August.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Ed Bochniak motioned to adjourn. Motion was seconded by Nancy Curran and carried. Meeting adjourned at 11:34 a.m.

Jo Ann Johnson