

**NCI Works
Meeting Minutes
May 22, 2018**

The NCI Works Meeting was called to order at 5:32 p.m. by Vice-Chair Debbie Clausen. Roll Call was taken.

Name	PRESENT Il. Valley Community College	PRESENT Sauk Valley Community College	PRESENT Carroll County Housing Authority	PRESENT Highland Community College	ABSENT
James Andreoni	X				
Dave Argubright					X
Ed Bochniak			X		
Mary Boogemans					X
Linda Burt					X
Fidencio Campos					X
Debbie Clausen	X				
Dr. Jerry Corcoran					X
Marcia Derrer					X
Sara Escatel					X
Dan Fitzgerald	X				
Carrie Folken					X
Randy Freeman	X				
Janet Graham					X
Jill Guynn	X				
Patricia Head		X			
Linda Hessenberger					X
Vanessa Hoffeditz	X				
Deana Jones					X
James Knauf					X
Rhonda Krueger					X
Rob Lentz	X				
Kevin Lindeman					X
Barbara Majeski					X
Lisa McCarthy					X
Andrew Mills			X		
Daniel Payette				X	
Tom Pigati	X				
Kevin Reibel			X		
Cary Robbins		X			
John Spencer					X
Amy Strawn					X
Teresa Strum		X			

Gerald Waszkowiak	X				
DeAnne White		X			
Robert White					X
Justin Wiggins					X
Marcie Wiley					X

OTHERS PRESENT (IVCC): Pam Furlan, Dianna Schuler

OTHERS PRESENT (SVCC): Jo Ann Johnson

Local Economic Development Landscape Discussion

Pam informed members that at the last meeting, members talked about having presentations from different industries. The suggestion was made to start off by asking the economic development representatives to set the landscape of the 8 counties. Pam then introduced the individuals to members: Ivan Baker, President & CEO with the North Central Illinois Economic Development Corporation; Duane Calbow, Economic Development Planner with North Central IL Council of Governments; and, Dan Payette, Executive Director with Blackhawk Hills Regional Council.

Starting alphabetically, Ivan thanked members for inviting him to discuss the economic development landscape in North Central Illinois. He informed members that North Central Illinois Economic Development Corporation represents Bureau, LaSalle and Putnam Counties in the Local Workforce Area. Ivan told members that rural America can compete and survive although the population is decreasing especially individuals under the age of 40. He said that all area leaders need to do everything possible to promote a dynamic economy. Ivan noted that the concern with rural development is that we not worry about increasing population, just need to maintain it. He said the issue is to create more for the people in terms of workforce to sustain future generations. Next he said is the concern for profit making opportunities. Ivan commented that he is amazed that people want to talk about economic development but do not want to talk about making money. He said that profits are a good thing. Ivan said that in order to compete with the metropolitan areas we need to make sure that everything is in place and that northern Illinois is prepared. He stated that North Central Illinois has a good product that can be marketed, but we need to be proactive. Ivan continued by saying that our area is a great place to make money as businesses can save money on taxes and other benefits that may not available in the metropolitan areas. Ivan said that it is important to market what is true and realistic of what the competition is. Lastly, Ivan commented that Illinois has competitive challenges, including having the worst Fiscal Climate of all 50 states. He informed members that he is convinced that the landscape is strong and many advantages in Illinois. Ivan stated that the key is to be realistic and proactive. To work every day to be self-sustainable and not depend on others, especially Government, to pay for our needs and wants. Ivan commented that this area has a strong, smart, wise and realistic population that knows that we cannot continue to look at our economy through rose-colored glasses. In regards to the North Central Illinois Economic Development Corporation, Ivan told members that their marketing strategy is focused on being aggressive and continuing to promote the region for new industrial jobs by meeting with brokers and consultants each week.

Duane Calbow then presented the economic development landscape on behalf of North Central IL Council of Governments (NCICG). It was noted that NCICG covers LaSalle, Grundy, Putnam, Stark, Bureau, Livingston and Marshall Counties. Duane thanked Ivan for his continued efforts to market each individual industrial site within the workforce area. Duane told members that Illinois does have their issues, however, our workforce area is in the heart of the nation and the infrastructure is good enough to have business relocate here. Duane informed members that the Governor recently announced Opportunity Zones that include some underserved areas of the state that have the greatest potential for improvement. He told members that Bureau and Marshall County, as well as a small portion of LaSalle County (Streator area) is included in the Opportunity Zone. Duane said that this announcement is good news, however, more details regarding the rules is forthcoming.

Dan Payette then provided an overview of the economic development landscape on behalf of Blackhawk Hills Regional Council. He stated that Blackhawk Hills Regional Council represents Jo Daviess, Stephenson, Carroll, Ogle, Whiteside and Lee Counties. Dan provided members with an overview of the Enterprise Zone activity in the area. He listed Warehousing and Distribution, Industrial Scale Greenhouses and Value-Added Agriculture to name a few. He commented that with solar energy becoming cheaper more electricians are needed. Dan said that Health Care was important 10 years ago and continues to be important today. He commented that more memory care facilities are being built. Nursing, Dan said, continues to be important and some local community colleges are in partnership with institutions offering a 4 year program that will allow these individuals to earn more money. In regards to Education, Dan said that there is a shortage of educators as the number of people entering education in Illinois from 2009 to 2014 declined by over 50%. Dan commented that they are seeing some examples of larger corporations reinvesting in local communities (e.g., MetLife in Freeport, value-added ag in Stephenson County). He noted that there tends to be successful industry growth if there are industry clusters within the community. Dan said that this potentially allows employees to move within the region offering more opportunities with a variety of jobs. On a smaller scale, he told members that cottage industries and Airbnb may not provide for a primary income, but it may bring a secondary source in the future. Dan then highlighted manufacturing, tourism and the arts. In regards to Manufacturing, Dan said that this industry is really important to the local economy but going forward they will need to deal with the world of automation. Dan commented that some technical schools are looking at entrepreneurial training and advice of what types of careers are available to them. Dan then noted that many of the industries that added jobs in rural communities in 2017 are impacted by cycles. Highlighting automation, Dan said that impacts have already occurred and will continue with digital economy elsewhere. He pointed out that it has been stated that firms do well when they are close to each other in proximity. Another point Dan mentioned is that apprenticeships are important. However, he pointed out that Americans with college degrees account for all the net new jobs created over the last decade. Dan said that research shows that entrepreneurs can fare well in rural areas compared with urban areas.

After discussion, Pam thanked Ivan, Duane and Dan for their overview of their economic development regions.

Chair Comments

Pam informed members that Kathy Day left the Business Employment Skills Team, Inc. to take new job. She told members that BEST, Inc. has posted a Chief Financial Officer position that will remain open until the right person is hired. In the meantime, Pam said that current staff are assuming some of Kathy's duties. As an example, Pam said, Jo Ann will be assuming procurement responsibilities with the exception of Incumbent Worker Training. Pam said that Dianna will assume Incumbent Worker Training Procurement and take over grant writing responsibilities. Carrie will take over negotiations for youth projects and the development of One Stop Affiliate site(s).

Consent Agenda

Debbie informed members that the Consent Agenda was included with the meeting materials. She told members that anyone can remove an item from the consent agenda list upon request for discussion. Debbie said that each of the Committee Meeting Minutes were attached to the Consent Agenda to allow for full disclosure of recommendations for action. It was moved by Jim Andreoni and seconded by Dan Fitzgerald to approve the consent agenda, as presented. Motion carried.

The following items were approved in the consent agenda:

- NCI Works (March 20, 2018 Meeting Minutes)
- Employer Engagement Committee (April 3, 2018 Meeting)
- Youth Committee (April 10, 2018 Meeting)
 - Approval of the Bureau Henry Stark Regional Office of Education PY 18 Request for Proposal
 - Approval of the Regional Office of Education #35 PY 18 Request for Proposal
 - Approval of the Regional Office of Education #47 PY 18 Request for Proposal
 - Approval to proceed planning the Transitional Aged Youth Program
 - Approval to proceed with RFP for Internship Program Modeled
- Targeted Population Workgroup (April 18, 2018)

Presentation

Pam introduced Mark Krupke IL Department of Vocational Rehabilitation and is a Core Partner in the NCI Works One Stop System. Mark informed members that he was the supervisor in the Sterling and Freeport Offices. He said that Jim Knauf was the supervisor of the LaSalle Office but has moved up the Assistant Bureau Chief. Mark said that currently there are 120 customers receiving services in Whiteside and Lee Counties. He continued by informing members of the various programs and services that are available to individuals with disabilities. Disabilities, Mark said can be physical, developmental and visual/hearing. Mark informed members that all

counselors with the Department of Vocational Rehabilitation talk with individuals about their goals and what types of barriers they need to overcome. He said that the counselors also work with Core Partners to as some of the customers may be individuals with cultural barriers, veterans, or ex-offenders that may have a disability. The goal, Mark said, is to help local communities and provide employers with good skilled workers. Mark said that they work with employers with a multitude of services from pre-employment testing, job coaching, continuing education, etc. Mark informed members that the Vocational Rehabilitation Services is required to spend 15% of their funds towards transition aged youth which is the Step Program at some of the local schools. He said that this program works with kids to get a job and develop soft skills. When asked how NCI Works can help, Mark said that we can working together sharing expertise. He said that the Department of Vocational Rehabilitation has the expertise in working with individuals with disabilities but other partners are experts in their own field. Another service, Mark mentioned is that the Department of Vocational Rehabilitation can assist customers and employers if a person needs an accommodation (phone for heard of hearing, computer with large print, etc.). Mark said that the system that maintains the database for the Department of Vocational Rehabilitation customers has now added a data collection component that will help track educational attainment, measures skills gain and identified barrier to employment.

With there being no questions, Cary thanked Mark for his presentation.

Reports

Oversight Committee

Approval of the Financial Reports February/March 2018

Gerald informed members that the Oversight Committee met and reviewed the February/March 2018 Financial Reports. He told members that the reports were satisfactory and the Oversight Committee recommends their approval. Gerald motioned to approve the February/March 2018 Financial Reports and WIB Budget as presented. Motion was seconded by Tom Pigati and carried.

Customer Feedback from One Stop Operators

Gerald informed members that copies of the customer feedback from the One Stop Operator was included with the meeting materials. He stated that all comments were favorable.

Program Year 17 Local Performance Measurers for Title IB

Gerald told members that the Oversight Committee reviewed the PY 17 Performance Measurers noting that Title IB has exceeded their goals.

Workforce Innovation and Opportunity Act (WIOA) Update

Pam reported that BEST, Inc. has not yet received their allocation for PY 18.

Special Projects

Innovative Targeted Population Initiative

Pam informed members that BEST, Inc. released a Request for Proposal to hire a consultant to visit with employers and ask them what their thoughts/hesitations are on hiring individuals from the targeted population (individuals with disabilities, citizens returning from incarceration and veterans). Pam said that the responses are due back the first part of June and we have set aside \$60,000-\$80,000 for the project. Pam commented that staff were hoping to get a DCEO grant to fund this project, but if it is not available, we may use Title IB formula money.

Healthcare Summit Update

Dianna Schuler informed members that the Sauk Valley Community College Healthcare Networking group met on April 5. She said that members have been talking about the need for CNA instructors in that area and Sauk Valley Community College is trying to work out an agreement with a local provider that would bring one of their nurses in to conduct class and be the clinical site for that group. In addition, Dianna said, the cooperative would give the provider first choice in hiring new graduates. Dianna said that the group also received a tour of the college's new simulator that allows students to interact with an interactive model in a lab situation under the control of the instructor. Dianna told members that the next meeting is scheduled for July 19.

Continuing, Dianna informed members that the main topic of discussion with the Network group at IL Valley Community College has been the need for the Certified Medical Assistant Program (CMA) and the potential development of an advisory committee at the college to explore the need for such a program. Dianna said that the advisory committee was in the process of conducting a feasibility survey of area providers. Their next meeting, Dianna told members, is scheduled for July 11.

Talent Pipeline Grant

Pam informed members that a grant was submitted to DCEO to cover the cost of the Talent Pipeline Manual.

Other Business

Streator Township High School PY 18 Request for Proposal

Pam informed members that Streator Township High School submitted a Request for Proposal to operate the BRIDGE Program again for PY 18. She told members that Streator High School has operated the program for the past 15-16 years and has done a great job. Pam noted that this program was a credit recovery program that allowed students from Streator High School to attain their High School Diploma. In reviewing the proposals for PY 18, Pam said that the Youth Committee accepted the Streator High School proposal with negotiations and bring the information back to the Youth Committee on June 12. One concern, Pam said is that Streator

High School is currently operating another credit recovery program similar to BRIDGE. Pam asked members to give the Youth Committee authority to act on behalf of NCI Works in making a final decision on the Streator High School project. Teresa Strum motioned to authorize the Youth Committee, at the June 12 meeting, to make the final decision on the Streator High School project based on negotiations. Motion was seconded by Jim Andreoni and carried.

MOU Cost Sharing Negotiator Contract Update

Pam reminded members that at the last NCI Works meeting, members concurred with the Executive Committee in approving the MOU Cost Sharing Negotiation Request for Proposal. Pam said that based on the information that Kathy Day provided from the previous year's contract of \$3,500. In reality, the actual cost was \$4,600.00. Dan Fitzgerald motioned to approve the contract amount of \$4,600 for the MOU Cost Sharing Negotiator. Motion was seconded by Jim Andreoni and carried.

One Stop Operator Agreement

Pam presented the One Stop Operator Agreement for review. She said that a copy of the Agreement is included with the meeting materials. Pam noted that the Agreement outlines each party's roles and responsibilities of the One Stop Operator. Vanessa Hoffeditz motioned to approve the One Stop Operator Agreement as presented. Motion was seconded by Gerald Waszkowiak and carried.

Bylaw Revisions

Pam presented the Bylaws Revisions to members. She reminded them that she was given authority to revise the Bylaws due to the dissolving of the One Stop Partner Committee. Jim Andreoni motioned to approve the Revised Bylaws as presented. Motion was seconded by Randy Freeman and carried.

Approval to use WIOA Formula Funds for Special Project(s)

Pam informed members that she reported that BEST, Inc. submitted a DCEO Grant for the Talent Pipeline Manual project. However, Pam asked members for their approval to use regular formula funds for one of the special projects. Pam said that staff feel that both of these projects are important but there is only funding for one at this time. In the case that the DCEO grant is not received, then we will need to choose which of the projects will be funded with WIOA formula funds. Vanessa Hoffeditz motioned to use WIOA Formula funds for the special project(s). Motion was seconded by Dan Payette and carried.

Approval to transfer up to \$50,000 from Dislocated Worker to Adult

Pam requested to transfer up to \$50,000 from the Dislocated Worker grant to the Adult grant. She told members that there is a need for this additional money to serve adults in training. Randy Freeman motioned to approve to transfer up to \$50,000 from the Dislocated Worker grant to the Adult grant. Motion was seconded by Gerald Waszkowiak and carried.

Thank You to Julio Rodriguez and Sean McCarthy for absorbing the rescission for PY 17

Pam informed members that the State of IL absorbed the total amount of the rescission (\$647,000) so that no local areas would have to tap into their resources this Program Year. She said that a draft copy of a note was included with the meeting materials and asked that members consider sending a Thank You Letter to Julio Rodriguez and Sean McCarthy. Debbie Clausen motioned to pass a unanimous ballot to send the thank you note to Julio Rodriguez and Sean McCarthy thanking them for absorbing the rescission for PY 17. Motion was seconded by Randy Freeman and carried.

Success Stories

Cary informed members that copies of Success Stories were included with the meeting materials and encouraged members to take the time to read about these achievements.

Next Meeting

It was noted that the next meeting will be July 24, 2018.

Public Comments / Recognition of Guests

Guests were introduced at the beginning of the meeting. No Public Comments.

Adjournment

With there being no further business, DeAnne White motioned to adjourn. Motion was seconded by Teresa Strum and carried. Meeting adjourned at 7:05 p.m.

Jo Ann Johnson

Approved by:



Mary Boogemans
NCI Works Secretary