

County Consortium BOARD

of LWIA #15

Serving the counties of: Fulton, Marshall, Mason, McLean, Peoria, Stark, Tazewell and Woodford

MINUTES

Monday, March 11, 2019

9:30 am



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406 Elm Street Peoria, IL 61601

I. ***Roll CALL and Introductions –***

Chair, David Zimmerman opened the Thursday, September 27, 2018 County Consortium Board meeting at 9:30 am. He introduced Fulton County Chairman, Jason Strandberg and Woodford County Chairman, John Krug to the board. Roll call was called.

Present Members: David Zimmerman (Tazewell Co Chair), John Krug (Woodford Co Chair), Jason Strandberg (Fulton Co Chair), John McIntyre (McLean Co Chair), and Ken Walker (Mason Co Chair)

Absent Member: Al Curry (Stark Co Chair), Gary Kroeschen (Marshall Co Chair), Andrew Rand (Peoria Co Chair), and Stan Glazier (Woodford County Chair)

Career Link Staff: Steve Martin (Executive Director-Pekin office), Dena Weth (Assistant Director-Nrml office), David Vaughn, (Career Link Planner/EEO Officer-Peoria office) LeeAnn Whitlatch, Fiscal Director-Pekin office) and Warren Cheatham, (One Stop Center Operator Manager-Nrml/Peoria offices).

Visiting Guest: Ronn Morehead, LWIA #15 Career Link Corporate Board Chairman

II. ****ACTION ITEM: APPROVAL OF Thursday, September 28, 2018 MINUTES***

A motion was made by John McIntyre, McLean County Board Chair and seconded by Ken Walker, Mason County Board Chair, to approve the Thursday, September 28, 2018 County Consortium board meeting. Motion carried.

III. ***IWP Award Winner Participant Spotlight-Katherine Harbour (Stark County)***

Dena Weth, Assistant Director stated we had a January spotlight recognized at the WIB meeting. Katherine's Career Planner, Tami Rouse, Wyoming/Henry, IL Career Link office, worked with Katherine. Her successfully completed her training through WIOA program The Career Link participant had found herself as a part-time CNA, single mother of two children (10 yo & 2 yo), receiving govt. asst., residing in the Stark County area, and had a desire to work in the Healthcare as a licensed practical nurse. She was accepted into the nursing program at ICC and received her diploma in July 2018 and her occupational skills license in Oct. 2018. She is now employed full-time with Aperion Care, hired in November 2018, in Peoria Heights area, making \$25 per hour and is family self-sufficient.

IV. ****ACTION ITEM: WIOA (Workforce Innovation & Opportunity Act) Policy regarding Access sites –***

Steve Martin, Director explained that last year, the Normal, IL Career Link/IDES location was designated as an affiliate office. He explained that the difference between an Affiliate site vs an Access site is that an Affiliate site has to have a separate budget and a separate certification process that must be done. ***A motion was made by Jason Strandberg, Fulton County Board Chair and seconded by Ken Walker, Mason County Board Chair, to approve the Normal, IL office as an Access Site instead of an Affiliate Site. Motion carried.***

V. ***Transfer of DW funds to Adult Funds*** - David Vaughn, Career Link EO Officer/Planner

David Vaughn provided an update that in January 2019 the FULL WIB (Workforce Innovation Board) approved the transfer of \$333K from the Dislocated Workers training funds to Adult Funding for the purpose that there have been a rather small number of applications for the Dislocated Workers and a high number of applications for Adults. He explained that Dislocated Workers are individuals that have been laid off to no fault of their own and qualify for

unemployment insurance benefits which meets the basic eligibility requirements for training assistance. Also for an individual to qualify under Adult funding, either having a household is below the DOL self-sufficiency guidelines, receiving SNAP benefits (Food Stamps). Also, a comprehensive reading/math test can be given and if the scores are 8.9 or below, on either one of the test, which is under an eighth grade/ninth month level, then the individual is eligible for receiving training funding. This funding is used to assist an individual in them being able to go back to school up to 2 years in training (up to \$22K tuition alone) on top of that, also books, fees, etc. Nursing training program students would have supplies covered such as scrubs, equipment during training. David stated that the State policy allows the transfer of up to 50% of an allocation in either direction between Adult and Dislocated Worker funds.

VI. **Performance Report** -

Steve Martin, Executive Director provided a performance report update from the last WIB meeting in March 2019. This report PY 17 and followed by the preliminary report for PY 18. Steve stated that the Performance Manager, David Taylor expects that Career Link will either exceed our planned performance goal. Steve will provide the data on the Occupation Credentials for the next meeting. There was no discussion. Steve stated that the staff are exceptional and the Performance Manager, David Taylor is very good at this very difficult task with the new performance measures under the new WIOA law. With regards to the future WIB meetings, other performance reports from the Partners will hopefully be on future Agendas.

VII. **MOU Negotiations Status /Schedule** –

Steve Martin, Executive Director provided a schedule to the board members. He stated that the first two meetings of the negotiations for the MOU have been held at the Peoria One Stop Center. The negotiator, Tim Harmon of WES (Workforce Enterprise Services) who is contracted for three years, has been leading these negotiations. The One Stop System in Peoria IL is a One Stop for 17 partners which are made up of Community Block Service grant agencies, DHS Taniff and DHS rehab. A copy of the budget was sent to the Board members, prior to the meeting. An FTE (Full Time Equivalent) pledge shows how much each agency owes towards the One Stop with regards to general shared infrastructure costs, rent, etc. and also the system costs such as marketing, resource room specialist, resource room marketing services, shared delivery services, etc. IDES is located physically in the One Stop Center and pays the rent to the Landlord since they are the lease. This MOU is reconciled twice a year; end of June and end of December. This is reconciled against the actual expenses vs the pledge or actual negotiated amount. All partners are in agreement with the exception of NationalAble but there are on-going discussions regarding that matter of their share of .25 FTE commitment.

VIII. ***ACTION ITEM: MOU Approval** –

Steve Martin, Executive Director explained about the MOU that needed to be revised and ad language to it and a disclosure statement that was included. The cover page for “Submittal for Amendments and Annual One Stop Operating Budgets” is submitted with the MOU and the signatures and explained what sections have been revised or replaced. Two MOU are sent in: One to comptroller and one with highlights for the State and their team, in addition the revised budget that was approved by all the partners as to their share of the One Stop operating costs.

A Motion was made by John McIntyre and seconded by Jason Strandberg to approve the MOU from LWIA #15. Motion carried unanimously.

IX. **One Stop Operator DOL Desk Review** –

Steve Martin, Executive Director stated that the DOL (Dept.of Labor) and DCEO (Dept of Commerce & Economic Opportunity) had monitored the One Stop in June 2018. Afterwards they conducted a desk review. The issue of the One Stop Manager’s salary range was raised. Steve would keep the board up to date on the status of this issue as it progresses. There was no further discussion.

X. **Enrollment numbers** –

Dena Weth, Assistant Director provided the board with the recent enrollment numbers by county report document. She stated that there are 279 Adults in comparison to 93 Dislocated Workers. Youth includes both In-School Youth and Out-of School Youth. The areas where the numbers are higher, that is either where there is a GED Recovery program or High School Students who are at risk of dropping out of school. There are 83 Trade individuals in Job

Search or RTAA (Reemployment Trade Adjustment Assistance) which helps clients get through the pay of a new job in comparison to what they are used to making at either CAT or MMNA for those who are 50 yrs. old or older where they can get upto \$10K or two years enrollment in the RTAA assistance. There have been several Marketing campaigns; Television Advertisements, Billboard Displays and Radio Ads. Career Planners were sent out to visit Colleges and Technical Schools for recruiting people from Campus. There was some discussion.

XI. **Discussion of Job Fairs that have been held at the CL offices/# of employers/# of job seekers** –

Warren Cheatham, One Stop Operator Manager reported that the One-Stop center Business Service Team in Peoria, IL started instituting JOB FAIRS in December 2018. The first event there were 93 attendees and there were 9 employers. This provided an opportunity for individuals to come and meet with representatives of businesses that were potentially hiring. In January, there were 82 job seekers in attendance and 6 employers. In February, there were 35 job seekers and 6 employers. He stated that there was a similar event in the Normal, IL office and there were 30 job seekers and 8 employers. These Job Fairs are going fairly well.

XII. **One-Stop Initiatives such as Orientations held in offices, etc.** –

Warren Cheatham, One Stop Operator Manager reported that in November 2018 there was a cross-training session which was intended to involve all of the partner organizations. There were approx. 75% of the partners in attendance. The purpose of these sessions were to give each agency the opportunity to explain what their program is about, what they do, eligibility requirements all with the idea of assisting every agency to make an appropriate referral to another agency if there is a need identified. This is an ongoing theme of the One Stop Operator system that the Dept. of Labor has tried to institute. There was a mini cross training session between Career Link and Prairie State Legal Services and Navicore that provided financial support to individuals. Also as of April 2, 2019, the One Stop Center Peoria office will begin Public Orientation which will have four core partners; IDES, ICC Adult Ed, Career Link and DHS Rehab with the potential of three other partner agencies that will participate. This will be open to the Public. These Orientations will take place before the required IDES workshop so therefore those participants that are required to attend the IDES workshops are also required to attend these Orientation events. There was some discussion.

XIII. **In-School Youth Proposals** –

David Vaughn, Career Link EO Officer/Planner, explained that the In-School Youth allocation that is received from the State, is split to serve In-School Youth and Out of School Youth (ages 16-24). The WIOA (Workforce Innovation and Opportunity Act) originally splits 25% of funds going to serve In-School Youth and 75% of funds going to serve Out-of-School youth. The State of Illinois received a waiver, therefore this program year there is a 50/50 split for operating costs. He stated that in November 2018 an RFP was released for procuring the drop-out prevention program operators for PY 2019 and five proposals were received that were scored by C.L. staff: Blmgtm Career Center, E Peoria Community H.S./ICC, Havana H.S., Midwest Central H.S. & Peoria Public Schools. An additional other RFP was recently released, that has not closed yet, so as to draw in additional providers so that we can have a total of eight programs. This RFP has included that 50% of their population that they put into the grant goes through work experience with Career Link. 20% of Youth funds has to be spent on work experience. Dena expressed that staff reach out to many areas to try to be able to serve. Steve stated that Marshall and Woodford seem to be more difficult to obtain any enrollments for the youth programs. There was some discussion.

XIV. **Rapid Response / Business Services (work-based learning contracts / Apprenticeship Opportunities)** –

David Vaughn, Career Link EO Officer/Planner explained that a Rapid Response is Career Link's response to lay-off events after becoming aware of such events happening through news, word of mouth, etc. David reported of several recent businesses in the eight county area that are having lay-offs, etc. Norm Griffin reported that Career Link is working with Custom Power Products with our second OJT (On the Job) training opportunity for a wireman position. A reimbursement is made based on the company size per policy. Custom Power Products has less than 50 employees, they will receive 75% of the salary for the Career Link OJT participant for six (6) months. The Incumbent Worker Training, there are several contracts that were completed; Griffin H&C, Envelope & Analyst Professional training and

Agrite H&C in Pekin and One Hour H&C. There have been several projects with Morton Industries, one for robotic welding training and Alcast in Peoria robotic welding training. Norman went to Canton Economic Development meeting to discuss workbased learning opportunities for the Fulton County Area. Career Link has been partnering with IDES to host hiring events. Last month 93 people attended Job Fair at the Peoria, IL One Stop Center. These Job Fairs will take place again in Feb. and in March.

There have been several Incumbent Worker training at CAMTEK in Bloomington. There has been a change in H.R. and and the McLean County Business Rep., Dona Nanney, will meet to discuss different projects for possibility of starting an additional Incumbent Worker training. Currently there is an OJT training set up with BOPI (BlmgtN Offset Printing-Jeff) for six month training. There are two more candidates that are potentially eligible for Career Link OJT training program. ACC Electronics is looking at getting software so this could be a 6 month incumbent Worker contract in the near future. A meeting was held with DuPont in Elpaso, IL to assist with holding a RAPID RESPONSE session for their separation they recently had gone through. Dona also met with the Elpaso IL Mayor and invited him to meet and discuss training opportunities Career Link can offer the Elpaso community. Dona showed a packet that Career Link staff provides when a Rapid Responses are done to business closures/downsizing. If WIB board members are interested to learn more about how and what Rapid Response is, to contact Career Link. Also, WIB board member, Andrew Kerr (Associate Vice President of Workforce Development at ICC), is working in moving forward with the apprenticeship program opportunities and examining the math requirements and plan to add some developmental programs to ICC apprenticeship programs similar to other programs in order to help Career Link participants into apprenticeships.

XV. **UWDB Audit Report Fiscal** –

LeeAnn Whitlatch, Career Link Fiscal Director provided a report of the recent UWDB Audit. She stated that Fiscal Dept received another clean audit. There were no findings.

XVI. **WIOA Power Point Orientation** –

David Vaughn, Career Link EO Officer/Planner invited the County Consortium board members to attend one hour (11:00 am) prior to the FULL WIB (Workforce Innovation Board) meeting for a POWER POINT Orientation presentation at the next full WIB meeting Wed., March 20, 2019 for those who are interested and available to attend that day. For those who are not able to sit in on this Power Point presentation, Career Link staff offers a individual 'Webinar' for Board members who wish to sit at their personal office desktops at a set time and date. Theresa will send out the Power Point document via email attachment, to all Board members in the next week, so that they can view this on their own, if they prefer.

XVII. **Other**

John Krug, Woodford County Chairman, shared a personal story regarding his wife's success as she participated in the Career Link program Nursing program and is currently employed on the NICU unit at St. Francis in Peoria, IL.

XVIII. **Public Comment**

There was no public comments.

XIX ***ACTION ITEM: Adjournment**

A motion was made by John Krug and seconded by Jason Strandberg to adjourn. Motion carried. Adjournment at 10:42 am.

Respectfully submitted,
Theresa Kotte, recording secretary
Career Link