

**EXECUTIVE COMMITTEE
MEETING MINUTES
8/6/20**

In Attendance: Rosemarie Brown, Charlie Juneau, Gerry Schuetzenhofer, Paul Wellhausen, Danielle Wisely, Tony Fuhrmann, Rich Heinz, Darlene Ladd, Sarah Lorio, and Debbie Angleton

Call To Order:

Paul Wellhausen called the Zoom meeting to order at 8:36AM.

Approval of Minutes:

A motion was made by Gerry Schuetzenhofer to approve the August 6, 2020 meeting minutes and it was seconded by Danielle Wisely. The minutes were unanimously approved.

Executive Committee Report:

Paul introduced a motion item to approve the PY 2020 MOU Revisions. Debbie Angleton referred to the handout with the 4 pages that have the changes or additions in red. There were several minor items that needed additional information.

A motion was made by Paul Wellhausen to approve the PY 2020 MOU Revisions and Danielle Wisely seconded it. It was unanimously approved.

Next, Paul introduced a motion for Approval of the PY 2020 Personal Identifiable Information Policy. Debbie explained the policy covers the department to follow guidelines in protecting personal information of the customers. There is a disclosure form for all staff to sign.

A motion was made by Danielle Wisely to approve the PY 2020 Personal Identifiable Information Policy and Gerry Schuetzenhofer seconded it. It was unanimously approved.

The third action item is the approval of the 2021 Meeting Calendars for the WIB, Executive Committee, Youth Committee and the Madison County Consortium/One Stop Committee.

A motion was made by Gerry Schuetzenhofer to approve the 2021 Meeting Calendars and Danielle Wisely seconded it. It was unanimously approved.

The last action item on the agenda is Approval of Training Program, Practical Nursing Certificate at Southwestern Illinois College. Debbie pointed out the handout with the request. It is 1 year program which costs \$8,493 & leads to take the National Council Licensure Exam. The growth rate in Illinois is 2% & the median wage is \$22.40/hour. The request is from an Adult low income single mother who is working as a home health aide & receiving food stamps. This program will allow her to double her salary.

A motion was made by Danielle Wisely to approve the Training Program of Practical Nursing at SWIC and it was seconded by Gerry Schuetzenhofer. It was unanimously approved.

Business Engagement/Supporting Economic Development Committee Report:

Sarah Lorio reported that businesses continue to reach out for recruitment assistance. Rebecca Marshall, the Business Representative, has taken another position and her last day with MCETD is tomorrow. West Star Aviation just hired two apprentices that are WIOA eligible and receiving assistance through WIOA. MCETD is working with TEAM Industrial to determine how best to assist the company with their training needs; discussing On-the-Job Training and a potential DOL-approved apprenticeship program.

Membership/Board Officers:

Tony Fuhrmann reported a new chair for the Youth Committee is needed due to the retirement of Rod Wolter. It was suggested for Dr. Tim Schoenecker as a Board member to be the chair for the Youth Committee. A motion was made by Danielle Wisely to approve Dr. Tim Schoenecker to be the Youth Committee Chair and Gerry Schuetzenhofer seconded it. It was unanimously approved.

Other Business:

Tony Fuhrmann noted the WIOA Title 1B financial summaries in the packet. The PY 2019 grant is spending down with the PY 2020 starting to have expenditures. The Title 1E grant has been extended until 6-30-21. The Trade grant ended 9-30-20. Rich Heinz noted that a new grant will be issued in the future. Tony pointed out the Title 1B report with the number of registrants and number of customers that utilize the resource center. We are down with both categories due to pandemic. The performance measurements are listed with the new negotiated goals for PY2020 & 2021. There are increases in all categories. Tony pointed to the screen with the new performance goals negotiated with DCEO recently.

Tony discussed the short term supply chain management grant that is available to our office. We are 1 of 3 areas in the State to receive this pilot training opportunity. Due to the amount of the grant, Madison County requires a request for proposal be posted for 30 days. The bid ends on November 30 & will need to be presented to the WIB on December 2 for approval.

Tony referred to the Resource Room Usage numbers document on the screen. Comparing last year & this year with the pandemic, our numbers are very low. The office is using various ways to inform the public about our services. Several ways are through social media, networking with personal contacts, news articles, and a mail out to area people on unemployment benefits. Gerry asked about the area's unemployment rate. Tony replied it was 7.9% in September in our area & Illinois was around 10%.

Debbie Angleton discussed the services integration goals for the past program year. There were 3 broad goals that the One Stop Committee decided to accomplish by 9-30-20. Most of them were achieved except for the mock scenarios of different situations with customers. Due to the pandemic, many partners were not available to conduct or attend the cross training. The Committee will look at these goals & new ones at the next meeting in February, 2021.

Debbie announced she is retiring on December 31, 2020 after 44 years. She enjoyed working with all of the Board members especially in the last 4 years. She thanks everyone for their commitment to our workforce area.

Next Meetings:

Paul reported the next Executive Committee meeting is scheduled on January 21, 2021, at 8:30AM in Wood River or Zoom. The next full WIB meeting will be Wednesday, December 2, 2020 at 8:00AM through a Zoom meeting.

Adjournment:

A motion was made by Charlie Juneau to adjourn the meeting and it was seconded by Gerry Schuetzenhofer. It was unanimously approved.

The meeting was adjourned at 9:19AM.