

**EXECUTIVE COMMITTEE
MEETING MINUTES
11/30/17**

In Attendance: Dave Holtgrave, Gerry Schuetzenhofer, Paul Wellhausen, Rod Wolter, Tony Fuhrmann, Debbie Angleton, and Sarah Ray Lorio

Call To Order:

Gerry Schuetzenhofer called the meeting to order at 8:31AM.

Approval of Minutes:

A motion was made by Paul Wellhausen to approve the October 12, 2017 meeting minutes and it was seconded by Rod Wolter. The minutes were unanimously approved.

Executive Committee Report:

Tony Fuhrmann requested the approval of the July 2017 MOU revisions & additions that were required by DCEO. The Madison County American Job Center Consortium & the One Stop Operations Committee reviewed & approved the changes. A motion was made by Paul Wellhausen to approve the July 2017 MOU revisions & additions. Rod Wolter seconded the motion. It was unanimously approved.

Tony submitted for review the 2018 meeting calendars for the WIB, Executive Committee, & Youth Committee. A motion was made by Rod Wolter to approve the 3 calendars and it was seconded by Dave Holtgrave. It was unanimously approved.

Tony reported the Madison County American Job Center Consortium which consists of the 4 Core Partners met on November 14. The consortium agreement was handed out & it was pointed out on page 12 there is a budget of \$7,000 for a consultant to oversee the One Stop MOU & the billing process. A motion was approved to hire Connie Vick on January 1, 2018 as the consultant.

Also, approved were the changes/additions to the MOU.

One Stop Operations Committee Report:

Paul Wellhausen reported the One-Stop Operations Committee last met on November 14th and the minutes are in the packet. We focused on the MOU changes & additions which were reviewed by the committee. A motion was approved to accept the changes & submit to the Executive Committee. Information about MOU billing & invoices for partner contributions was presented. The billing will be twice a year & will be sent out in January. Discussion centered on partner staff cross training workshops. There are 2 scheduled in the near future. On Nov. 29th, IDES staff will be here to teach partner staff about using Illinois Job Link for their customers. Then, on Dec. 5, Vicki Niederhofer will be here to help staff explore the online Career Information System (CIS) to assist their customers in career exploration. The committee is meeting again in late January to focus on continuing staff cross training workshops & start discussion on next year's MOU budget.

Business Engagement/Supporting Economic Development Committee Report:

Sarah Ray Lorio informed the committee that the One Stop office continues to have staffing agencies and businesses onsite for recruitment of applicants in addition to online assistance.

A formalized Regional Business Services Team consisting of Madison County, St. Clair County, SWIC, LCCC & Kaskaskia Colleges was created to coordinate workforce development & activities. Sarah has developed an Incumbent Worker Training contract at Aggressive Graphics & an On-the-Job contract with Tiger Plumbing.

Tony mentioned a meeting was held recently concerning a new training facility at Gateway Commerce Center for the warehouse district. This would be joint effort with both community colleges in Madison County plus other agencies.

Communications Update:

Debbie Angleton is planning to send out a WIB winter newsletter.

Membership Update:

Tony reported Monica Bristow is leaving the Riverbend Growth Association, therefore she resigned from the WIB. Tony is looking at another Chamber member to replace her.

Youth Committee Report:

Rod Wolter reported the Youth Committee met on November 1, 2017. Discussion focused on the 2018 Career Day events & the remaining 3 school districts that have not hosted an event: Alton Middle School, Wood-River Hartford School District and Edwardsville School District. Dr. Daiber was going to inquire at the next superintendent's meeting. Information on the Youth Performance & Provider report was presented. The youth enrollment numbers are on track in the 1st quarter & we are meeting our performance goals. A motion was approved for the 2018 Youth Committee meetings. The next meeting is Wednesday, January 17 at 9:00am in Wood River office.

Great River Workforce Development

Tony reported there is \$638 left in the account. He asked for advice on using the remaining money to split among the recent 3 scholarship winners or give to another applicant that scored 4th in the ranking. Everyone agreed to give the \$638 to the 4th applicant if he is registered in the spring semester at LCCC. If not, then split the money among the 3 winners.

Other Business:

Tony attended a luncheon & was presented an award from East West Gateway for our Department's involvement in the Manufacturing Your Craft campaign. He presented the Title 1B report with performance numbers that reflect PY 2017. The State database system has not been updated with the new WIOA requirements.

The ETD management staff recently met & completed an exercise called SWOT: strengths, weaknesses, opportunities & threats. There are several identified opportunities that staff will be

concentrating on such as marketing. Tony recently met with Tim Schoenecker of the SIUE School of Business, to discuss a student intern working in ETD office to develop a marketing plan. Discussion about marketing services to the younger population being a challenge. Tony disclosed that the department is looking at adding another business services staff person due to the increased need for apprenticeships. Gerry mentioned it would be good to remind the WIB members at the next meeting about the business services offered by our department. Possibly have some materials there to hand out. Tony suggested having a speaker(s) to present at the December meeting about incumbent worker training, OJT & other business services. There are several speakers from Illinois Manufacturing Excellence Center (IMEC) that could give a presentation. The Committee agreed to have speakers at the December meeting.

Next Meetings:

Gerry informed that the next Executive Committee meeting is scheduled on Thursday, January 25, 2018, at 8:30AM in Wood River. The next full WIB meeting will be Tuesday, December 12, 2017, at 10:30AM at Sunset Hills Country Club.

Adjournment

A motion was made by Dave Holtgrave to adjourn the meeting and it was seconded by Rod Wolter. It was unanimously approved.

The meeting was adjourned at 9:24AM.