

I. Call to Order

The meeting was called to order by Chair Joanne Beeler at 12:18 PM.

Shoup thanked Shanie Sanders-Brown Legislative Director for Representative Dan Swanson for attending today's meeting.

Members Present

Joanne Beeler
Kip Colgrove
Bill Corbin
Brooke Fosdyck
Monica Foster
Curtis Harn
Jillian Isaacson
Shannon Kachinovas
Darla Rischar
Brenda Middendorf
Natashia Myers
Cody Niebuhr
Kathy Osment
Darla Rischar
Darlene Scheuermann
Cheryl Welge
Lila Whetstine
Dawn Wild

Members Absent

Dan Bentz
Todd Bloyd
Diane Doran
Mike Inman
Koleen Lord
John Meixner
Jennifer Mowen
Michelle Payne
Seamus Reilly
Bryan Renfro
Armando Reyes De Zamacona
Anita Sells
Diane Simpson
Gregg Synder
Nick Tzenevrakis
Connie Wessels

Presenter

Bethany Jaeger, KEB

Guests

Annamarie Dorr, DCEO
Kristen Norvell, DCEO
Ken Springer, KCAP
Samantha Harnack, HCED
Shanie Sanders-Brown

Staff

Howard Kirchner
Blanche Shoup
Lorraine Crawford

Beeler noted for the record that today's meeting would be Kip Colgrove's last as he is retiring.

Colgrove reported that it has been privilege and an honor to have served on the WIB for many years. He noted it has been remarkable to observe all of Shoup's hard work and leadership in Western Illinois as Director. Colgrove commented that in 1993 there was a flood that destroyed his hometown. He stated if it hadn't been for a plan that Shoup put in place and her work and the staff, the farming community wouldn't be here today. Colgrove noted what happened was a shining example of what workforce programs can accomplish.

Shoup thanked Colgrove for his kind comments. She praised him for his many years as a representative of the Older Workers Program which has made a difference in our region and aided in providing a great partnership in Western Illinois.

II. Approval of Minutes

Beeler referred members to the meeting minutes included in their packets. She asked if there were any corrections or additions to the minutes. Beeler stated hearing none a motion to approve the minutes was required.

A motion to approve the November 30, 2023 meeting minutes was made by Lila Whetstine and seconded by Curtis Harn. The motion was carried by roll call.

III. Regional Plan Presentation

Beeler thanked Kirchner for his continued work on the Plan that will be submitted on March 29, 2024 to the state. She also thanked Michelle Johnson from Carl Sandburg College for providing the Economic Analysis of Western Illinois included in the Plan.

Shoup reported that three information sessions were held on the Regional Plan. Partners and staff presented the Service Integration Plan, the Regional Plan and the Local Plan. She stated part of the Local Plan focused on the use of technology and marketing to our customers.

Shoup then turned the discussion over to Kathy Osment.

Osment provided an update on key sectors. She reviewed additions that were made to Health Care, Construction Trades, Education, TDL, Manufacturing, Agriculture, Utilities, IT, Law Enforcement/First Responders, Agri Business and Energy. Osment stated we did recognize additional careers that play an important role in our economy, even though funding may not be available for training for those jobs. Osment asked members if they could identify any additional occupations or sectors that are not listed. It was suggested by Ken Springer to add Food Processing under Manufacturing.

Shoup stated regarding occupations in Energy, we were not certain about the occupations and the required training. She asked for suggestions to be added to the list.

Shoup mentioned that the Plan includes the formation of Sector Partnerships. She noted in relationship to Sector Partnership many roundtables were held throughout the years in Galesburg, Macomb and Quincy to address sector specific issues. Shoup explained we will be developing sector partnerships within our nine counties in the next year.

Shoup reviewed the following Goals:

1. Partner Collaboration and Customer Service

Shoup stated professional development is provided for front line staff.

2. Retain and recruit workers

Shoup stated to assist businesses, we have provided a list of available services on WIB's website. She mentioned that Apprenticeship program is available and can aid in the retention of workers. Shoup talked about the need for financial literacy and providing more opportunities for high school students to visit companies.

3. Customer Survey and Job Seeker Experience

Staff will begin conducting customer satisfaction surveys to improve the job seeker experience.

Shoup related that in the past it was recommended by business members to add a virtual tour of businesses. Shoup asked members what their thoughts were on utilizing this recommendation as an option. It was voiced it was a good idea and some business members indicated that their company needs to enhance their videos. Shoup inquired if Job Shadowing is available with their business. Brief discussion followed.

Shoup reported that many attended DCEO Economic Development 5-Year Plan meeting hosted by the Illinois Institute for Rural Affairs that at WIU. Shoup asked for comments from Middendorf and Springer who attended the meeting.

Middendorf reported that one of the top priorities is housing. She commented that the lack of childcare is also having an impacting individuals. Higher education is suffering from the lack of funds to improve their infrastructure. Springer stated further that the lack of funds is creating a barrier that has an impact on recruiting students and instructors.

Shoup noted that business development is important as a resource to assist communities who do not have the needed infrastructure in place to apply for grants, especially in smaller communities. She explained developing a talent pipeline is always needed.

Shoup pointed out that the General Revenue Fund provided an opportunity fund projects without the federal funding restrictions . She said one important focus is on Career Expos for 8th grade students to introduce them to career pathways. After discussion, Beeler asked for a motion to approve the Regional Plan.

A motion to approve the Regional Plan to be submitted to the state on March 29, 2024, was made by Shannon Kachinovas and seconded by Bill Corbin. The motion carried by roll call.

IV. Local Plan Presentation

Shoup noted in regard to the local plan discussion, we need to find ways to incorporate more effective technology to more effectively reach youth. She asked members for suggestions on how technology can be used to increase and recruit job seekers and to promote our services to businesses. Brief discussions followed.

Osment reviewed the list of Populations Facing Challenges To Become Employed and Self-Sufficient and the services offered through various programs. She explained individuals with disabilities and the transportation issues were added to the list.

A motion to approve the Local Plan was made by Cheryl Welge and seconded by Brenda Middendorf to be submitted to the state by March 29, 2024. The motion was carried by roll call.

A motion to adopt the recommended change to the Local Policy included the Plan was a change in OJT reimbursement rate to 90% of the participant wage rate for returning citizens (under the state's waiver through June 2024) was made by Curtis Harn and seconded by Monica Foster. The motion was carried by roll call.

V. Members Update

There were none.

VI. WIB/CEO Agreement

Beeler introduced Bethany Jaeger from KEB. Yeager reviewed the WIB/CEO agreement included in members' meeting packet.

Jaeger stated that the agreement is a valuable resource for WIB's to know and understand their responsibilities. She outlined the three main of the purposes of the agreement:

1. To identify CEO expectations of the WIB regarding the planning, delivery and administration of workforce services in LWIA 14;
2. To identify the individual and shared responsibilities of CEOs and the WIB for these services; and,
3. To describe how the CEOs and the WIB will work together to fulfill the workforce goals in LWIA 14.

Jaeger noted that the CEOs and the WIB share a common interest in confirming that decisions made will be transparent and will be in the best interest of area employers and jobseekers.

Jaeger reviewed the following:

- A. Responsibilities Vested Exclusively in the CEOs
- B. CEOs Responsibility for Approving WIB Actions and Decisions
- C. Shared Responsibilities of the CEOs and the WIB
- D. General Expectations of the CEO Responsibilities
- E. CEOs Expectations Regarding the Operational Responsibilities of the WIB
- F. CEOs Expectation Regarding WIB Responsibilities Services:
- G. CEOs Expectations Regarding WIB Responsibilities for Programs
- H. Other CEO Expectations
- I. WIB Bylaws
- J. Effective Date

VII. Old Business

Kirchner provided an update on the MOU and the budget. He noted in 2023 it was determined that a resource room was needed in Macomb which would be housed at the Western Illinois Regional Council (WIRC) location. Kirchner noted even though this has not happened to date, it is still planned. He mentioned the new budget included a resource room that would be located at the Galesburg Library. Kirchner reported at this time the partners are discussing the purchase of customer referral software system. He stated cost for the partners has yet to be determined which could impact the funding of an additional resource room. The benefit of the referral system is the tracking of referrals between agencies and will provide outcomes.

VIII. New Business

Shoup stated since the One Stop Centers/ American Job Centers have reopened we will be required to complete the One Stop Center Certification to be submitted by the end of June. She said due to COVID, certifications were suspended.

Shoup announced that the next WIB meeting will be held in February, 2024.

IX. Public Comment

There was no public comment.

X. Adjournment

A motion to adjourn the meeting at 1:34 PM was made by Kip Colgrove and seconded by Dawn Wild. The motion carried by roll call