**Local Workforce Innovation Area 23 Quarterly Board Meeting**

Monday, March 20, 2023 – 6:00 pm

**Effingham Event Center▪1501 W. Fayette Ave. Effingham**

**Chair: Gareld Bilyew**

**Vice Chair: Jason Warfel**

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| **Members present:**Gareld Bilyew, Jim Bolin, Casey Burgholzer, Kevin Bushur, Bryan Cannon, Mike Conrad, Sandy Deters, Cassi Igert, Carolynne Jorgenson, Mandy Martin, Josh McElravy, Lori Poorman, Deborah Reed, Denise Smith, Chris Strohl, Carol Tracy, Jason Warfel, Courtney Yockey  |  |
| **Members Absent:** Kevin Buenker, Pat Click, Julie Obermark, John Perry, Kim Taylor, Connie Waldrop,Austin Zwilling**Others Present**:Nate Carlson, Jamie Corda Hadjaoui, Rob Jackman, Laurie Jennings, Kala Lambert, Tony Logue, Elaine Nuding, Debbie Whitacre |  |

**Welcome - Call to Order:**

The regularly scheduled meeting of the LWIA 23 Board was called to order at 6:00 pm on Monday, March 20, 2023 by Chair Bilyew. Roll call read by Debbie Whitacre. Quorum Present.

**Meeting Minutes Approval:**

After no questions or changes posed, Sandy Deters made a motion to approve the minutes from the December meeting. Chris Strohl seconded the motion. Motion carried.

**Conflict of Interest Disclosure**

Chair Bilyew asked for any conflicts of interest, no conflicts disclosed.

**Board Training:**

Jamie Corda Hadjaoui gave a presentation that reviewed the responsibilities of the Board. A refresher on the vision, purpose and functions of the Board were given. The roles of the Board: the Strategist, the Convener, the Manager, and the Optimizer were all discussed in greater detail and a Call to Action was given to not only let Jamie know when layoffs are happening in their counties, but to also let her know when positive activities, such as business expansions, are taking place.

**Committee Reports:**

**Oversight/Planning:** Chair Mike Conrad stated they reviewed all Fiscal agent / Grant recipient reports. Everything was necessary and allowable. Program monitoring of CEFS has been completed. They approved for recommendation to the Board a change in the By-Laws resulting from discussions regarding the Youth committee.

**Youth:** Vice-Chair Chris Strohl said they have voted in a new Chair (Lori Poorman) and Vice Chair (Kala Lambert) to lead the committee moving forward. There is a change in the By-Laws due to the restructuring of the committee. She stated the hopeful breakdown of potential members that work closely with youth. She mentioned that they reviewed the Title I Youth performance measures and heard a report of youth activities from Laurie Jennings.

**Consortium:** Chair Kevin Bushur stated that the MOU is completed and ready to be submitted to DCEO once all signatures are obtained. Jamie Corda Hadjaoui gave a brief report of the Business Services Team activities. Laurie Jennings gave a brief report on the One Stop Operator meetings and outcomes. Partner training will become an item on future agendas.

**Executive:** No report.

Mike Conrad made a motion to approve the committee reports as presented, Carol Tracy seconded. Motion carried.

**Service Provider Report:**

Laurie Jennings reported LLC completed the Program monitoring for PY22and there were no findings. Fiscal monitoring is scheduled for the last week in April as well as DCEO should be performing their monitoring in May. CEFS staff have been attending online training for a new service matrix. This is a document that spells out all the services for customers and which service should be used in recording their communication. Staff have been busy completing vouchers for the Summer Semester. DWS participant numbers are declining so we transferred funds from DWS to Adult, where they can be used more efficiently. They are meeting or exceeding all measures except for Youth credential rate and they are expecting to exceed that measure by the end of the fiscal year. They have served 405 customers this fiscal year.

**Fiscal Agent Report:**

Jamie reviewed the Incumbent Worker Projects for the current fiscal year, which is up compared to previous years. She also showed the breakdown of the grant modifications that have been submitted over the last several months. Nate Carlson spoke briefly about our workforce area having the first registered RN apprenticeship program in Illinois down in Clay County. A reminder was given about the upcoming WIOA Summit in May. Perfect Board attendance for the last year was announced and the latest podcast was pointed out as it featured one of the Board members, Jason Warfel.

**Board By-Laws Modification:**

Tony Logue stated there has been a change in the structure of the Youth committee. We are requesting a revision to the By-Laws to allow committee members to not be Board members. This is allowed by law. The idea is to get more committee members that interact with Youth on a daily basis. Jason Warfel made a motion to modify the Board By-Laws as presented, Deb Reed seconded. Motion carried.

**Appointment of Nominating Committee:**

Tony Logue stated Casey Burgholzer, Carol Tracy and Chris Strohl had all agreed to be on the Nominating Committee. Josh McElravy made a motion to approve the Nominating Committee. Deb Reed seconded. All in Favor. Motion carried.

**Other Business/Member Opportunity to Share:**

None.

**Public Comment:**

Next meeting is on June 12, 2023.

**Adjournment:**

Meeting was adjourned at 6:55pm. Chris Strohl made the motion, Carol Tracy seconded. Motion carried.