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

**Monday, June 17, 2024**

**CEFS Board Room▪1805 S Banker St. Effingham**

**Chair: Nancy Purdy**

**Vice Chair: Jim Brewer**

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| **Members Present:** Todd Beard, Jim Brewer, Bill Burke(video), Josh Douthit (video), Nancy Purdy, Joshua Roe (video), Debbie Smith, Jeff Voigt, Jason Warfel **Members Absent:** Jim Bolin, Dennis Graves, Jacob Harris, Terry Woodrow**Others Present:**Kelly Denton, Jamie Corda-Hadjaoui, Devon Kroeger (video), Debbie Whitacre, Elaine Nuding, Kevin Bushur, Chris Strohl, Dr. Josh Bullock, Bryan Ellis, Mike Conrad, Gareld Bilyew |  |
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**Welcome - Call to Order:**

The regularly scheduled meeting of the LWIA 23 Chief Elected Official's was called to order at 7:28 pm on Monday, June 17, 2024 by Chair Purdy.

**Approval of Minutes:**

There were no questions or concerns after reviewing the March minutes. Jeff Voigt made a motion to approve the minutes and Jason Warfel seconded. Motion Carried.

**Conflict of Interest Disclosure:**

No conflicts were disclosed.

**Signatory Authority Update:**

Jamie stated that Lake Land College has signed for the following on behalf of the CEOs: the modifications to the 22-681023 and 23-681023 Formula grants; the Apprenticeship Expansion 2.0 grant modification; CEFS budget contract revision; and the 1E Rapid Response grant documents.

**Proposed Service Provider Contract**

Chair Purdy stated that the Board voted to extend the current contract by 90 days until September 30, 2024 and the Executive Committee will meet to review the wording on the new contract. This would help meet DCEO’s concern for an interim plan be put in place to continue providing services in the meantime. Questions were asked of Dr. Bullock and the contract updates and it was stated that over the years, we want to make sure the wording stays relevant. Dr. Bullock assured the CEOs that Lake Land College has the backs of the CEOs and LWIB and they take their role as fiscal agent seriously. Concerns were voiced on the fact that LWIB was taken out of the contract and replaced by LLC so it was agreed that more input and clarity is probably needed. Debbie Smith made a motion to continue with the proposed plan of extending the current contract 90 days while the wording of the new contract gets worked on by the Executive Committee. Todd Beard seconded the motion. Roll call vote. All in favor, motion carried.

**Discussion on Fiscal Agent**

No action was taken on this item but was part of the previous agenda item as well as talks on later agenda items.

**Discussion on CEO / Fiscal Agent Contract**

Prior to the meeting, the following agreements were emailed out: CEO and Grant Recipient/Fiscal Agent Agreement; CEO/LWIB Agreement and CEO Consortium Agreement. There were also hard copies for all in attendance. Chair Purdy suggested everyone review the current agreements to see if any updates need made as some wording possibly needs changed.

Todd Beard made a motion to table this discussion until September with Jim Brewer seconding the motion. All in favor, motion carried.

**Discussion on CEO / LWIB Agreement**

Chair Purdy asked for everyone to read thru this for any updates and to give any comments or questions to the Executive Committee. Jeff Voigt made a motion to table this discussion until September with Todd Beard seconding the motion. All in favor, motion carried.

Since no action was taken, discussion regarding fiscal agent ensued. A question was posed regarding the fiscal agent and it was stated that if the wording changes wanted get made, then there shouldn’t be an issue, but if not willing to change, then there are other options to explore.

**PY24 Budget Approval**

Debbie Whitacre presented the budget at the Board meeting where it was approved and now needs CEO approval. Jeff Voigt made a motion to approve the budget, Debbie Smith seconded the motion. A comment was made by Todd Beard that CEFS prepared a budget that was around $321,000 so would it be the fiscally responsible thing to do to switch to save money. It was reiterated that the budget presented was for the WIOA staff with very minimal going to Lake Land for administrative costs and any other entity could have lower costs based on new people in roles with lower starting wages. Lake Land is willing to serve as the intermediary between LWIB and the service provider as long as the CEOs wish, but will continue to support the LWIB and CEOs either way. Roll Call vote, all in favor, motion carried.

**Board Attendance Report:**

Jamie discussed the Board attendance roster that was sent out. Everyone was encouraged to check their county’s representation to make sure they are remaining active with the Board.

**Next Year’s Meeting Schedule**

Next year’s meeting schedule was presented. If approved, the CEO meeting dates will continue to coincide with the Board meeting dates. Jim Brewer made a motion to approve the schedule, Jason Warfel seconded the motion. Voice vote was taken, motion carried. Next meeting will be on September 16th.

**Old Business/New Business:**

None.

**Public Comment:**

None.

**Closing Remarks:**

None.

**Adjournment:**

Meeting was adjourned at 8:22 pm. Jim Brewer made the motion, Debbie Smith seconded. Motion Carried.