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Workforce Innovation Board of East Central Illinois

Date: Wednesday, November 20, 2019
Time: 3:00 p.m.
Location: Dr. Zelema Harris Conference Room, Illinois workNet™ Center
1307 N. Mattis Avenue, Champaign, IL 61821
Chair: James Ayers
Members Present: James Ayers, Paul Belcher, Gwen DuPree-Pryor, Triss Henderson, Carly McCrory, Dean Rose, Kevin Sage, Lauren Schmid
Staff Present: Toriana Rhone, Linda McCoy, Dalitso Sulumayo
Others Present: Parkland College Staff members: Diane Cousert, Shelby May, Aimee Densmore, Jeff Taylor, and Tawanna Nickens. Flex-N-Gate: Lesley Jenkins, HR Director; Justin Burkhart, Urbana Plant Manager and Dave Kirkolis, Vice-President of Manufacturing & Engineering. Anthony DeAssuncao, DCEO; Mark Schneider, DRS; Sharon White and David Anthony, Vets & Cowboys.

MEETING MINUTES

I. Call to Order/Roll Call

Mr. Ayers called the meeting to order at 3:00 pm. Ms. Ayers asked those present to introduce themselves while simultaneously taking roll.

II. Approval of Agenda

Ms. McCrory moved, seconded by Ms. Henderson, to approve the agenda for this meeting. Upon vote, the motion unanimously carried.

III. Audience Participation

There was no audience participation.

IV. Minutes

A. Workforce Innovation Board (WIB) Meeting Minutes – September 18, 2019

Mr. Sage moved, seconded by Ms. McCrory to approve the September 18, 2019 minutes. Upon vote, the motion unanimously carried.

V. Financial Statements

Ms. Rhone directed attention to page 6 of the Board packet and reported 6 grants are currently active and on track as of September 30, 2019. She added, the Innovative Pilot & Research grant is in the second phase of its study, contacting businesses to determine their needs. This grant will expire on June 30, 2020 and results of the survey will be shared with the Board. There have been no major events involving the Trade grant and performance-based Incentive grant funds earned in May, have not been accessed as of the date of this report. Discussion ensued regarding the Trade grant dated 1/1/19 thru 9/30/19. Ms. Rhone explained, a new grant was issued on October 1st, 2019 however the state

process for awarding this type of grant includes the closing out of previous funds. Customers are in training and the funds are obligated, however paperwork for the disbursement of the remaining funds has not been completed. Mr. Ayers asked for other questions or comments, hearing none, he ordered the financial statements placed on file.

VI. Action Items

A. 2019 revised MOU approval

Ms. Rhone reminded, the PY'19 MOU submitted to the Department of Commerce and Economic Opportunity (DCEO) on October 22, 2019 was approved with technical changes required. Page 12 of the Board packet contains a "Confirmation of Required Revisions Made" form, providing all revisions completed, followed by a marked up copy of the revised MOU for Board review. Upon approval by the Board, a formal revision approval letter, signed by Mr. Ayers, will be sent to DCEO along with the Confirmation page as required.

Ms. McCrory motioned, seconded by Mr. Sage to approve the revised PY'19 MOU. Upon vote, the motion carried unanimously.

B. Youth stipend policy revision

Ms. Rhone explained the youth classroom-based stipend is the amount paid to a student while they are in training. The hourly wage is calculated as minimum wage minus FICA. The minimum wage in Illinois is set to increase each year until it reaches \$15 hr. in 2025. She drew attention to the marked-up policy on page 56 of the Board packet, showing the changes requested. To avoid seeking board approval every year, language has been added to read the hourly rate will coincide with whatever the current minimum wage is at the time.

Ms. McCrory motioned, seconded by Mr. Sage, to approve the changes to the Youth stipend policy. Upon vote, the motion unanimously carried.

C. Incumbent Worker project

Ms. Rhone reported, Flex-N-Gate has submitted a proposal for Incumbent Worker (IW) training funds. The total cost of the project is estimated at \$75,466 and the amount provided by IW dollars would be \$37,733. Representatives from the company were present to answer questions and provide reasons for the request. Ms. Jenkins explained the company has added new equipment, 3 robotic welding cells, to keep up with customer demands and provide better quality of product. This equipment and associated technology are new to the company, very specialized, and customized to plant operations. Their existing workforce requires specialized training from the equipment manufacturer, both on site and off, with additional on-line training. Those promoted to supporting these machines would gain enhanced levels of skill and responsibilities, along with a higher rate of pay. These promotions will create new jobs for entry-level workers as well. Mr. Belcher asked if the skills gained are transferrable to other employment opportunities. Mr. Burkhardt responded, the logic control through Allen-Bradley, is universal across 90% of companies that use automation. He added, the training will also provide the skills necessary to diagnose, troubleshoot and repair

this equipment in-house rather than outsource to companies in other states. With no other questions to be answered, the Flex-N-Gate representatives were excused. Discussion began with Ms. McCrory suggesting, with training centers in Ohio and Chicago, we should request our dollars stay in Illinois. Mr. Belcher voiced concerns regarding the elements in the proposal he felt were not specifically addressed, such as business growth, tracking of training hours, and potential for job creation. Members discussed approving with conditions, denying/tabling until revisions are made, and the timeline for meeting the company needs. Use of the executive committee to approve after the revisions are made and the process involved, as well as time constraints were carefully considered. Mr. Rose responded, in the interest of time, the approval of the full WIB should be enough, without convening the executive committee to re-approve. Ms. McCrory suggested the project application itself, needs to be updated to include the clarify the elements required. Members agreed, and a committee will be formed to address this issue with Ms. McCrory volunteering to serve on said committee. Further discussion revealed dissent among members, with Ms. Rhone attempting to clarify opposing points and the options available to resolve. She added, many of the missing elements will be covered in the contract executed before funds are released.

Mr. Rose motioned, seconded by Ms. McCrory, to approve the Flex-N-Gate Incumbent Worker funding of \$37,733 with language covering business growth, transferrable skills, job creation, and IW funds for training will be added to the proposal. Also understood is, IW funds for training will be kept in Illinois.

Mr. Ayers asked for any further discussion. Mr. Sage expressed his opinion that the funds request is aimed more at helping the company than the workers, nor is the company having financial difficulties or facing an imminent lay-off of workers. In support of his concerns, Mr. Belcher read from the WIOA desk reference guide regarding IW funding requirements. Satisfied that members have a clear understanding of the proposal, Mr. Ayers called for a roll call vote. The recording secretary called roll and recorded individual votes as:

James Ayers – AYE	Paul Belcher - NAY
Dean Rose – AYE	Triss Henderson (proxy) - AYE
Lauren Schmid – AYE	Gwen DuPree-Pryor - NAY
Kevin Sage- NAY	Carly McCrory – AYE

By a vote of 5 to 3, the motion to approve carried.

D. Provider certifications and recertifications

A. New certification – VETS and Cowboys

Ms. Butcher introduced Sharon White and David Anthony, founders of the Watseka area non-profit “Vets (Veterans) and Cowboys”. They are offering training for careers in “Equine Dentistry” and “Animal Training and Breeding”. Ms. White went through the program profiles, and explained the 6-week immersive, on-site, hands on and classroom training as well as the career opportunities available, post completion. She emphasized the demand for

farriers and dental care in the equine field, citing Kankakee County has one of the highest equine populations in the country and farmers, ranchers, racing facilities, and rodeos are among employers needing the services, provided by those trained in the skills necessary to maintain equine health. She added, other businesses such as dairy farmers also use these services for their cattle. Ms. Butcher shared, this career training meets all requirements for the State's "In demand" occupation list and an industry recognized certification is earned. Tuition costs for the programs are listed in the Board packet on pages 70 and 74 respectively. Mr. Anthony shared information regarding the Veteran Outreach associated with the program, citing the nature of the training is conducive to those veterans with high stress levels, special needs and emotional stability. Satisfied with information provided and questions answered, Ms. White and Mr. Anthony were excused. Board discussion commenced with Mr. Belcher speaking in support of the program. Members agreed, the program meets all requirements and would be an asset as a provider.

Mr. Sage motioned, seconded by Mr. Rose, to approve the "Vets and Cowboys" program as an approved WIOA training provider. Upon vote, the motion unanimously carried.

B. Recertifications

Ms. Rhone drew attention to the list of Parkland College providers seeking re-certification on page 76. Ms. Butcher pointed out the total number of customers for each program and the number of those who are WIOA customers. Mr. Ayers called for a motion for the recertifications.

Mr. Sage motioned, seconded by Ms. Schmid, to approve recertification of the Parkland College programs listed. Upon vote, the motion carried. Those abstaining from the vote due to conflict of interest, were Mr. Ayers and Ms. Henderson.

VII. Old business

A. Monitoring response letter

Ms. Rhone shared our response letter dated September 30, 2019 showing corrective actions taken to address DCEO monitoring results from examination period June 1, 2018 through June 30, 2019. She then directed attention to the DCEO letter dated October 28, 2019 declaring the corrective actions implemented are accepted.

VIII. New business

A. Partner reports

a. Title 1B

Ms. Rhone directed attention to page 62 of the board packet, showing the number of customers served during each quarter of PY'19 for each of the adult, dislocated worker, and youth programs. The total number served during 2019 was 350. Performance measure statistics were listed for member information, including 77.14% of adults who exited the



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program became employed, and 68% of adults who exited the program earned a credential.

b. One-Stop updates

The October 9, 2019 meeting minutes were included in the board packet for member review. Ms. Nickens shared progress is being made on revising the One-Stop customer survey and the cross-training schedule for 2020 will be distributed soon. Partners are in process of clarifying expectations for the types of information presented by partner agencies during the training sessions. Ms. DuPree-Pryor reported the check-in kiosks are operational and customers are using them without any problems. She added, the first meeting of the Business Services Team is scheduled for December 11, 2019 in the WorkNet Center and anyone who would like to attend will be most welcome.

B. 2020 Workforce Innovation Board meeting schedule

The meeting schedule for the WIB was included in the board packet on page 86.

IX. Member announcements and information sharing

Mr. Belcher shared a move for the Illinois Migrant Council office in Peoria. The office has relocated to Pekin, IL. and the complete contact information will be emailed to the secretary following the meeting. An updated member roster will be sent to members and DCEO for compliance purposes. He also recommended quarterly statements from RPC One-Stop fiscal department always include a reconciliation, as it is required in order to issue payment. He added, he would like to see the reconciliation requirement included in the 2020 MOU negotiations.

Mr. Sulamoyo took the opportunity to express his appreciation to Ms. Rhone for her excellent service as program manager of the RPC Workforce Development WIOA program, the One-Stop Operator partners and the WIB and CEO Boards. Members agreed, she has done a wonderful job and will be sorely missed.

X. Adjourn

With no other business before the Board, a motion was made.

Mr. Sage motioned, seconded by Ms. Henderson, to adjourn. Upon vote, the motion carried unanimously.

* The next meeting of the Workforce Innovation Board will be January 15, 2020

Respectfully submitted,
Linda McCoy
Recording secretary