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Local Workforce Innovation Area 17

Chief Elected Officials Board Meeting

Date: September 17, 2020

Time: 11:00 a.m.

Place: Remote meeting via zoom

Members Present via zoom: Darlene Kloeppel, Robert Lindgren, John Shure and Ray Spencer.

Alternates Present via zoom: Jim Mikeworth for Douglas County, Geraldo Rosales for Champaign Co.

Staff Present via zoom: Dr. Justin Arnold, Cassandra Brown, Brian Hensgen, Elizabeth Murphy,
Linda McCoy

Others Present via zoom: none

MEETING MINUTES

I. Call to Order, Roll Call

Ms. Kloeppel called the meeting to order at 11:01 a.m. Roll was called, and quorum met. Ms. Kloeppel confirmed everyone connected could hear and be heard.

II. Approval of the agenda

Mr. Spencer motioned, seconded by Mr. Lindgren, to approve the agenda. Following a roll call vote, the motion carried unanimously.

Kloeppel – Yes	Mikeworth –Yes	Spencer - Yes
Lindgren – Yes	Shure – Yes	

III. Audience participation

There was no audience participation.

IV. Minutes

Ms. Kloeppel pointed out the July 23, 2020 CEO minutes for review and approval.

Mr. Spencer motioned, seconded by Mr. Mikeworth, to approve the minutes of July 23, 2020. Following a roll call vote, the motion carried unanimously.

Kloeppel – Yes	Mikeworth –Yes	Spencer - Yes
Lindgren – Yes	Shure – Yes	



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V. Financial report

Ms. Murphy drew attention to the “Cost and Obligations” report as of August 31, 2020 which was a separate attachment to the board packet. She reported the 2-year 2019 grant running from July 1, 2019 through June 30, 2021 is on track to meet all required thresholds. Youth in school and out of school Work Experience, has a 20% requirement and we are currently at 10%. The new 2020 Grant has just been executed and she will report on that grant during the November meeting.

VI. Action items

A. Provider recertification -Parkland College Tractor Trailer Driver Training

Ms. Brown shared, 160 total training hours for this course with tuition of \$4,695 yields a median wage of \$23.42 per hour upon successful completion and job securement. Currently 53 WIOA customers are enrolled in this training. She asked the Board to approve recertification.

Ms. Kloeppel motioned, seconded by Mr. Shure, to approve recertification of the Tractor Trailer Driver Training course through Parkland College. Following a roll call vote, the motion carried unanimously.

Kloeppel – Yes	Mikeworth –Yes	Spencer - Yes
Lindgren – Yes	Shure – Yes	

B. Workforce Innovation Board (WIB) member reappointments

Ms. Brown presented a list of WIB members with terms expiring on September 30th. Those members seeking reappointment for a new 3-year term include Gwen DuPree-Pryor, Jennifer Heather, Dr. Tom Ramage, Dean Rose, and LaMae Ryan.

Mr. Spencer motioned, seconded by Ms. Kloeppel, to approve reappointment of the 5 Board members seeking a new 3-year term from 10-1-20 to 9-30-23. Upon vote, the motion unanimously carried.

Kloeppel – Yes	Mikeworth –Yes	Spencer – Yes
Lindgren – Yes	Shure – Yes	

V. Old business

A. MOU update

Dr. Arnold shared news of a change in LWIA17 partners. As of October 1, United Migrant Opportunity Services will replace the Illinois Migrant Council as the Migrant and Seasonal Farmworker provider in Illinois. They are headquartered in Milwaukee and serve several surrounding states as well. The LWIA17 representative for our region is Shirley Aviles.

B. Layoff Aversion Grant

Dr. Arnold summarized; the purpose of this grant was to assist small businesses facing the financial impact of COVID 19. The funding ranged from \$5,000 to \$32,000 and those businesses funded were required to produce measurable outcomes including the number of jobs saved, estimated amount of annual wages saved, and other project-specific results. Included in the Board packet was information regarding the allowable activities for which the funded businesses could use the awards, the outreach efforts by RPC related to this funding opportunity, charts showing the applicants by county and town or city, a listing of data showing the 12 small businesses who were funded, their location, dollar amount requested, amount awarded, number of employees, number of jobs saved, and the amount in annual wages saved. The Board packet also included a success story shared by local business "CU Adventures in Time and Space", who received nearly \$6,000 from the grant.

C. Economic Opportunity Monitoring and Compliance (EOMC)

Ms. Brown shared a letter from the EOMC stating they have completed a review based on the Self-Assessment Survey submitted by our local workforce investment area. Due to COVID 19, the annual comprehensive on-site review was replaced by the Self-Assessment Survey. There were no findings for LWIA17.

VIII. New business

A. Partner Transition

Ms. Brown repeated the partner transition from Illinois Migrant Council to United Migrant Opportunity Services reported during item VII-A MOU update by Mr. Hensgen.

B. State performance negotiations

Section 1 16 (c) (2) requires the LWIB, Chief Elected Official and the Governor negotiate and reach agreement on local levels of performance. The process this year is much more formal than in the past and DCEO is providing training for LWIA's in preparation for this task.

Ms. Brown shared, the negotiation team consists of Champaign County Executive, Darlene Kloeppe; Workforce Innovation Board Chair, James Ayers; CCRPC Chief Operations Officer, Elizabeth Murphy; Workforce Development Director, Dr. Justin Arnold; Workforce Development Program Manager, Cassandra Brown; and Workforce Development Performance Manager, Kay Butcher. The first training took place on August 20th and the second is scheduled for September 23rd. Local negotiations with DCEO will take place between October 12-20. Ms. Brown announced anyone interested in working with the negotiation team is welcome, however only 5 people will be allowed to participate on the call with the State. The 15 measures required for projected performance levels are listed on page 23 of the Board packet.



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C. Key action areas

Dr. Arnold sought to continue previous discussion regarding approval of 7 “Key Action Areas” for integration into LWIA 17 workforce development policy and administration. After review of the 2020 WIOA Local and Regional Plans, as well as other governing documents, Dr. Arnold put together a plan recommending focus on 7 key action areas during the next 3 years. The key areas are: Sector Partnerships, Talent Pipeline Management, Career Pathways, Apprenticeships, Performance, Workforce Research, and Increased Public Awareness. Board packet pages 21-23 provide descriptions of each area, taken from the current Plans, and a possible timeline toward successful alignment with the state. Dr. Arnold shared, some of these areas are already being addressed, some will be built from scratch, and others can be modeled after other workforce areas. He added, the next few months will be spent identifying what each area needs. An informational document entitled “A Framework for Illinois” was also included, providing additional insight into Sector Partnerships and why they are important. Dr. Arnold asked the CEOs to review the provided information and reach out to him with questions or concerns. The November meeting agenda will include a vote regarding this policy.

D. Changes to the Board meetings

Dr. Arnold began the discussion by reading the “CEOs oversight responsibilities under WIOA. The CEOs must receive prior to each meeting: a summary of the current financial conditions of WIOA grants, a summary of the current program performance, and a summary of known compliance issues or concerns”. In addition to the summaries, provision for opportunities to address relevant issues in real time and coordinating guest speakers and/or presentations on special topics could become a part of meetings. Dr. Arnold again asked the CEOs to consider how they would like their meetings to look and share their ideas.

Dr. Arnold next shared the possibility of meeting quarterly rather than bi-monthly. He believes the new structure of the content will allow for more time between meetings. He also suggested, with the CEOs taking more of a leadership role, the CEO meetings should be rescheduled to take place before the Workforce Innovation Board (WIB) meetings rather than after. Ms. Kloepfel asked about action items requiring a vote between a quarterly meeting and how that would be handled. Dr. Arnold responded, special meetings can be called or the executive committee could meet. A vote will be taken during the November meeting. Dr. Arnold announced, the first meeting in 2021 will be joint with the WIB and include training for both Boards.

E. Partner reports

- Title 1B – CCRPC Workforce Development Services

Ms. Brown shared Workforce Development performance numbers, compliance issues and concerns,



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reports from each of the outlying counties, business services and training opportunities. The full written report is included in the Board packet on pages 44 and 45.

- Title II – Parkland Adult Education and Urbana Adult Education (UAE)

A full written report appears on pages 42-43 of the Board packet for review.

- Title III – Illinois Dept. of Employment Security (IDES)

Ms. DuPree-Pryor provided a verbal report at the WIB, however, was not present and did not have a written report.

- Title IV – Illinois Dept. of Rehabilitation Services

Ms. Alexander provided a verbal report at the WIB meeting, however, was not present and did not have a written report.

- One-Stop update

The One-Stop Operators minutes for July, August, and September were included in the Board packet for review.

IX. Member announcements and information sharing

There were no announcements and no sharing.

X. Adjourn

There being no further business before the Board, Mr. Lindgren adjourned the meeting at 11:40 am.

*The next meeting will be on November 19, 2020 at 11:56 am

Respectfully submitted,
Linda McCoy
Recording secretary