

**Chief Elected Officials  
Meeting Minutes  
February 24, 2020**

The Chief Elected Officials meeting was called to order at 7:40 p.m. by Vice-Chairman James Duffy.

Name	Present	Absent	Name	Present	Absent
Robert Albrecht			Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
John Nicholson		X	Scott Toot	X	

**PROXY:** Robert Albrecht to Jim Duffy

**OTHERS PRESENT:** Pam Furlan, Jo Ann Johnson

Approval of Meeting Minutes

Kevin Reibel motioned to approve the December 16, 2019 Meeting Minutes. Motion was seconded by Steve Malavolti and carried.

**Business Meeting**

NCI Works Appointment

Pam informed members that Patty Vladika (representing Jo Daviess County) recently resigned from NCI Works. She said that Abby Farrell (HR Director at Starved Rock Lodge & Conference Center) has been nominated to refill the vacancy of Patty Vladika. Randy Freeman motioned to appoint Abby Farrell to NCI Works effective February 24, 2020. Motion was seconded by Kevin Reibel and carried.

PY 2020-2024 Plans & Memorandum of Information

Pam then presented the compliance documents to members. She referred members to the Power Point presentation that was included with the meeting materials and provided an overview of the Local Plan (Bureau, LaSalle, Lee, Putnam, Whiteside, Jo Daviess, Carroll and Ogle Counties), EDR #5 (Boone, Winnebago, Stephenson and Ogle Counties) Regional Plan, EDR #6 (Bureau, LaSalle, Lee, Putnam, Whiteside, Jo Daviess, Carroll, Mercer, Rock Island and Henry Counties) Regional Plan and Memorandum of Understanding. Referring to the EDR #5 Regional Plan, Pam pointed out the challenges of the 4 county area that did include lack of adequate transportation as members discussed at the BEST Board Meeting before the CEO Meeting. She then noted the strengths of the area and leading industries for this region. It was noted that manufacturing is doing well in terms of growth in the Rockford area, but for our local area we are doing well in terms of replacement of workers. Pam stated that the emerging industries include hospitality/leisure and construction. As for the prominent industries, Pam stated that IT is across all sectors. She told members that Agriculture is due to the hemp production, but told members that workforce program is prohibited from involvement in this industry until State policy is developed. Pam identified the workforce collaborative for EDR #5 noting that staff will

focus on apprenticeships.

Next, Pam identified the challenges for EDR #6 that includes the aging population/inability to retain youth adults and lack of adequate transportation. Pam noted that the strengths of EDR #6 is that several community colleges offer stacked-credential for in-demand occupations; dedicated local workforce partnerships support successful client strategies; essential skills training available; customized LMI contributes to better decision-making; Incumbent Worker Training (IWT) and Work-Based Learning sought by businesses and a long history of actively engaged workforce board members. The leading industries, Pam said are the same as EDR #5 and the leading industries focus is on new jobs. In regards to workforce collaboratives, Pam told members that EDR #6 will use the Rapid Talent Pipeline Initiative (RTPI) for business services and focus on sector strategies. To increase regional collaboration, Pam said that staff will develop Regional Business Services Team, establish a regional steering committee that will focus on increased partner communication, utilize WIOA 101 to cross-train staff on partner programs and local workforce board activities, and develop a Regional Guide for training and reference.

Moving on, Pam told members that the Local Plan and Memorandum of Understanding (MOU) go hand-in-hand. The Plan, she said provides the overview and the MOU defines how the programs and services will be delivered. Pam said that the big focus is on integration of services. She reminded members of the self-assessment that was completed by partner staff last year. Pam told members that during this process, partner staff determined how well referrals are made, services are coordinated and how well we work on placing customers in employment. The final documents from this assessment are included in the Local Plan and will be monitored to ensure compliance. Pam outlined the plan to achieve our vision. She told members that locally we are planning to establish a Program Services Team to facilitate communication between frontline staff. Pam said that she applied for a grant to develop a common data system from DCEO but was informed that we would not get it.

In closing, Pam said that the PY 20 Local Plan, EDR #5 Regional Plan, EDR #6 Regional Plan, MOU Documents & Resource Sharing Agreement are complete. She said that the only item we have not received is the PY 20 allocations from DCEO. Pam said that outside of the compliance documents, the Recertification of the One-Stop Center in Ottawa will need to be done for PY 20, however, we have not yet received the information from DCEO to proceed.

Kevin Reibel motioned to:

- Approve the PY 2020 Local Plan
- Approve the PY 2020 EDR #5 Regional Plan
- Approve the PY 2020 EDR #6 Regional Plan
- Approve the PY 2020 MOU Document
- Approve the PY 2020 Resource Sharing Agreement

Motion was seconded by Randy Freeman and carried.

#### Other Business

None

Next Meeting

Jim reminded members that the next Chief Elected Officials Meeting will be on April 27, 2020 following the BEST Board of Directors Meeting.

Public Comments

None

Adjournment

With there being no further business, Scott Toot motioned to adjourn. Motion was seconded by Kevin Reibel and carried. Meeting adjourned at 8:01 p.m.

Jo Ann Johnson

Approved by:

Wayne Reising  
Secretary