

**Special Chief Elected Officials Meeting
In Lieu of Regular Meeting
Minutes
August 10, 2015**

The Chief Elected Officials meeting was called to order at 6:30 p.m. by Chairman Rick Ketchum.

Name	Present	Absent	Name	Present	Absent
Robert Albrecht	X		Rick Ketchum	X	
James Duffy	X		Steve Malavolti	X	
Randy Freeman	X		Kevin Reibel	X	
Kim Gouker	X		Ron Smith	X	

OTHERS PRESENT: Duane Calbow, Dale Anderson, Pam Furlan, Kathy Day, Jo Ann Johnson

Chairman Ketchum welcomed Dale Anderson, Bureau County Board Chair and Duane Calbow, Putnam County Board Chair to the meeting.

Approval of Meeting Minutes

Kevin Reibel motioned to approve the June 22, 2015 Meeting Minutes as presented. Motion was seconded by Randy Freeman and carried.

New Business

WIOA Update

Pam provided members with an update on Senate Bill 2042 which would allow for federal funds to pass through the state budget to the local workforce development areas. She said that hearings are being conducted in Springfield supporting the Bill. Pam told members that if the Senate Bill passes the House as a “clean Bill” the Governor is expected to sign it by the end of the week. However, Pam said, if the House adds any programs that are a combination of State and Federal Funds to this Bill, the Governor has already said he will not sign it. Pam told members that if the Bill is signed the money would be available soon. If it is not signed, she said, that BEST, Inc. has a plan in place to move forward. Kathy told members that the money BEST, Inc. requested was received by DCEO.

Review & Approval of Proposed Workforce Development Board

Pam presented an overview of the composition for the proposed Local Workforce Development Board to members. Referring to a handout that was included with the meeting materials, Pam

said that NCI Works Board will consist of 39 members with at least 51%, or 20 representing the business community. We will have 21 business reps on our board. At least 20%, i.e. 8 individuals is required to represent the Workforce category and we have 8 individuals representing 9 different categories. (One Labor rep represents both Labor and Registered Apprenticeship Programs.) Also meeting the required membership are 2 Educational Representatives, 7 Governmental & Economic/Community Development and 2 Chief Elected Officials.

Pam said that Brandon Rumler is listed as both a Business Rep and a Workforce Rep since it is allowable for a person to represent more than one category.

Pam pointed out that the "Chairperson" column on the Composition Summary Form is listed in red indicating an error. She said that NCI Works has co-chairs, Cary Robbins and Linda Burt and the column does not calculate for 2 individuals.

Pam informed members that she received a call late last week notifying her that IL Department of Employment Security is recommending Rhonda Krueger, the new Ottawa IDES Office Manager as the representative instead of Bruce Larson. Pam said that the Composition Form will be corrected before it is submitted to DCEO.

Pam noted that Jennifer Robbins will also represent the Apprenticeship Program in addition to the business sector.

The term expiration dates, Pam said, was explained in the CEO Agreement that will be discussed later on the agenda.

Robert Albrecht motioned to approve the Local Workforce Development Board Composition as presented and appoint the members to NCI Works Board effective October 1, 2015. Motion was seconded by Steve Malavolti and carried.

Chief Elected Officials Agreement

Pam then presented the revised Chief Elected Officials Agreement to members stating that this agreement outlines the responsibilities of the Chief Elected Officials under the Workforce Innovation & Opportunity Act (WIOA). A copy of a Summary of Changes to the CEO Agreement was also included with the meeting materials. Pam told members that she had copies of the CEO Agreement identifying the changes if anyone needed a copy.

Reviewing the changes, Pam highlighted the technical changes of the names: Workforce Investment Act to Workforce Innovation & Opportunity Act; Workforce Investment Area to Workforce Development Area; Workforce Investment Board to Workforce Development Board.

Pam then told members that the changes in the CEO Responsibilities comply with “WIOA Transition Policy #6 CEO Functions”. Pam said that she had a copy of the Transition Policy if anyone needed a copy. Robert asked if the revised Chief Elected Officials Agreement complies with the statutes outlined in the WIOA Transition Policy. Pam assured him that the Agreement does comply as she took the information directly from the Transition Policy developed by the State.

Referring members to Page 8, Special Transition Provisions, Pam asked for members input. She reminded members that this section stated that if any disallowed costs or audit issues existing prior to reconfiguration will be the responsibility of the Grant Recipients from the original LWIA #4 and LWIA #12, as appropriate; and, resolution of such costs will be done in accordance with their respective CEO Agreement effective prior to July 1, 2013. Pam told members that she and Kathy agreed that it may no longer be necessary because the audit period for pre-merger programs is up, but they felt the Chief Elected Officials should make the decision to leave it in or take it out. Kathy comments that the pre-merger audits have been completed by the respective entities and there were no findings. After discussion, it was agreed to leave the Special Transition Provisions in the CEO Agreement.

Pam pointed out that Attachment A (Page 10) designates the Business Employment Skills Team, Inc. as the Grant Subrecipient/Fiscal Agent for the Workforce Development Act funds.

Moving on to the changes in Attachment B Appointment Process (Page 11), Pam said that each county will have a minimum of one business representative. The remainder of the business representatives were allocated to an appropriate county. Pam told members that members who were in good standing were retained.

Some new requirements under WIOA, Pam said, is the Chief Elected Officials determine the term limits and the Initial NCI Works By-laws. Regarding these new requirements, Pam said that she included a section regarding the term limited in Attachment B #5, and the By-laws in Attachment B #6. Members discussed the establishment of the By-laws and agreed to ask the Local Workforce Development Board to draft their By-laws and submit them to the Chief Elected Officials for review and approval.

Randy Freeman motioned to approve the Chief Elected Officials Agreement as presented. Motion was seconded by Kevin Reibel. Discussion: Jim Duffy stated that Attachment B, #2, indicates the source of the State and County Quick Facts 2010 to determine the population of the Counties. He asked if the data should be modified to reflect the 2012 census. Pam said that she would look up the information and change the numbers accordingly and hope that the numbers will not change the composition of the Local Workforce Development Board. Duane Calbow recommended that if the numbers do change the composition to keep the number of representatives as acted on earlier and adjust when openings would occur. Jim Duffy motion to amend the original motion to verify the County Population identified on Attachment B, #2 with

the 2010 Census that was released in 2012. Motion was seconded by Robert Albrecht and the Chief Elected Official Agreement as amended was carried.

Other Business

None

Public Comments

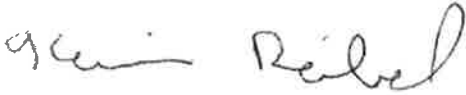
None

Adjournment

With there being no further business, Robert Albrecht motioned to adjourn. Motion was seconded by Steve Malavolti and carried. Meeting adjourned at 7:06 p.m.

Jo Ann Johnson

Approved by:

A handwritten signature in cursive script that reads "Kevin Reibel". The signature is written in dark ink on a white background.

Kevin Reibel
Secretary