

**Chief Elected Officials
Meeting Minutes
Monday, June 8, 2016**

The Chief Elected Officials meeting was called to order at 8:15 p.m. by Secretary Kevin Reibel.

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

PROXY: Ron Smith & Kim Gouker to Kevin Reibel

OTHERS PRESENT: Pam Furlan, Kathy Day, Jo Ann Johnson

Approval of Meeting Minutes

Jim Duffy motioned to approve the April 25, 2016 Meeting Minutes as submitted. Motion was seconded by Robert Albrecht and carried.

Business Meeting

Review & Approval of the Memorandum of Understanding (MOU)

Referring to the Memorandum of Understanding (MOU) that was included with the meeting materials, Pam said that it is a two-part document that explains the delivery of services and the system costs in the operation of the local workforce system. Kathy told members that because BEST, Inc. is paying for the workforce board costs, they will not be paying rent at the Ottawa One Stop during PY 16. Kathy told members that the Budget, included in the MOU, outlines what each of the Partners are paying. Kathy reminded members that a non-biased neutral party was hired to conduct the budget negotiations. Pam stated that once the MOU is approved we will get signatures and submit it to the Department of Commerce which is due on July 15. Robert Albrecht motioned to approve the MOU as presented. Motion was seconded by Steve Malavolti and carried.

Review & Approval of the PY 16 Local Plan

Pam presented the Local Plan to members commenting that the narrative section in red indicate a change from the original Plan that was presented to members in April. Pam then highlighted for members the enhancements that were made on Page 1, 2 and 14. Jim asked for information about the Lower Living Standards. Carrie gave him a scenario and said that she would send

members the chart. Steve Malavolti motioned to approve the PY 16 Local Plan. Motion was seconded by Robert Albrecht and carried.

Review & Approval of the PY 16 Master Budget & Cost Allocation Plan

Kathy then provided an overview of the Master Budget and Cost Allocation Plan to members. She told members that although the Allocations for each of the Titles will not change, there are a few corrections that need to be made to the line items. She explained that some money will need to be taken out of ITAs and put into Transitional Jobs. Kathy told members that staff were notified of this correction earlier today. Kathy told members that there is not a limit of how much money is spent on overhead and staffing costs, but a minimum of 40% has to be spent on direct training activities. Robert Albrecht motioned to approve the PY 16 Master Budget and Cost Allocation Plan. Motion was seconded by Jim Duffy and carried.

Review & Approval of the PY 16 Regional Plans

Pam presented the Northern Stateline Economic Development Region (EDR 5) WIOA Regional Plan to members. She reminded members that this Regional Plan included Boone, Stephenson, Winnebago and Ogle Counties. Pam stated that this this Regional Plan is pretty well done. She told members that there is a few enhancements that need to be made due to a few comments that were received. Basically, she said that the comments were to better define WIOA and elaborate on some of the goals.

In regards to the Northwest Economic Development Region (EDR 6) WIOA Regional Plan, Pam told members that it has not changed since the first time she presented it to members in April. Pam reminded members that this Regional Plan is being written by a group of individuals of the regional team. This Plan, she said, includes Bureau, Carroll, Jo Daviess, LaSalle, Lee, Putnam, Whiteside Henry, Mercer and Rock Island Counties. Referring to the copy of the Northwest Economic Development Region WIOA Regional Plan that was included with the meeting materials, Pam told members she submitted to the grant writing team the sections in red found in Chapter 3. Pam said that the writing team was supposed to get the same information from their area and combine the information, but the Quad Cities area does not have their part completed. Pam told members that the first 22 pages includes very good Labor Market Information. She said that she has tried to contact the individual responsible for writing the Plan, but has not had any success in getting information from him. Pam told members that the Northwest Economic Development Region WIOA Regional Plan needs some work, but the deadline for submission is June 30 for both the Local Plan and Regional Plans.

Steve Malavolti motioned to approve the PY 16 Regional Plans. Motion was seconded by Robert Albrecht and carried.

NCI Works Appointments

Pam informed members that a Lee County business representative, Amy Liebing resigned from NCI Works. Pam told members that she contacted Robert White with Borg Warner and he is interested in serving on NCI Works. Pam said that she talked with Rick Ketchum and he was agreeable in appointing Mr. White to NCI Works. She told members that another individual from Lee County is also interested, but he wanted to attend a few meetings first. Pam then disseminated a copy of Mr. White's Appointment Form for members review. Jim Duffy motioned to appoint Robert White to NCI Works. Motion was seconded by Robert Albrecht and carried.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Steve Malavolti motioned to adjourn. Motion was seconded by Robert Albrecht and carried. Meeting adjourned at 8:35 p.m.

Jo Ann Johnson

Approved by:

Kevin Reibel
Secretary