

**Chief Elected Officials  
Meeting Minutes  
June 22, 2015**

The Chief Elected Officials meeting was called to order at 7:08 p.m. by Chairman Rick Ketchum.

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
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 to Rick Ketchum

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

Approval of Meeting Minutes

Kevin Reibel motioned to approve the April 27, 2015 Meeting Minutes as presented. Motion was seconded by Randy Freeman and carried.

**New Business**

Review & Approval of Plan Modification

Kathy referred members to the WIOA Program Funding forms that were included with the meeting materials. She said that although the forms reflect a calculation error numbers are correct. Kathy said that DCEO has revised the form for the submission of the Plan document. In reviewing the Plan modification, Kathy told members that 10% of the allocation will go towards administration. The balance of the budget will be considered program money. She said that Work Based Learning has been added to the Adult and Dislocated Worker programs.

Next, Kathy referred members to the WIOA Cumulative Registrants form that was included with the meeting materials. She said that plans are to serve 231 individuals in the adult program and 271 in the dislocated workers program. Kathy said that the numbers may change due to costs per participants.

Kevin Reibel motioned to approve the PY 15 Plan Modification as presented. Motion was seconded by Randy Freeman and carried.

**WIOA Update**

Recommendation for WIOA Proposed Workforce Board

Pam told members that she included in the meeting materials her Recommendations for WIOA Proposed Workforce Board. Pam reminded members that she sent this document to members a few weeks ago for their review. She said that she was hoping to have the final policy for the composition of the Local

Workforce Development Board by the time of this meeting, but they have not been released. She told members that she is proposing 39 members and needs input to the general structure of the Local Workforce Development Board. Pam said that the business sector must represent 51% (20 individuals) of the total membership. She told members that each county will have at least 1 business representative. Pam told members that the breakdown of members was also included with the materials. Pam said that she kept those members that were in good standing.

Robert asked how Bill Norden could present Ogle County. Pam responded that in the Chief Elected Officials Bylaws it states that if needed a county could borrow a member until there was a vacancy in their respective county. Pam said that Bill (Norden) may be representing Bureau County under the proposed membership.

In regards to the Workforce category, Pam explained that 20% (8) of the members would represent this sector. She said that 3 of the 8 individuals would represent labor with at least one also representing apprenticeship. Members discussed possible labor representatives and provided Pam with some additional names. Pam told members that there will be some vacancies in this category, however, Kathy has given her some suggestions and she has a few individuals she would like to check with as well. Pam stated that we definitely need a representative of an agency who services individuals with disabilities.

Pam said that the names for the Local Education & Training category and the Government & Economic Development category require no change.

Pam asked if the Chief Elected Officials would like to retain representation on the LWDB in the "Other" category. Both Kevin and Randy responded that they were willing to remain on the LWDB.

Pam told members that if the structure is acceptable to the Chief Elected Officials she would begin contacting those members that were listed to confirm their interest in moving on the Local Workforce Development Board. Anyone not interested in staying on the Local Workforce Development Board, Pam said that she would let the respective Chief Elected Official know. Pam said that the certification, at this point, is due to the Department of Commerce & Economic Opportunity on August 14. She said that she would not be surprised if they extend the date, but will not know for sure until the final policy is released. After discussion, Randy Freeman motioned to approve the WIOA Board structure as presented. Motion was seconded by Robert Albrecht and carried.

#### Draft CEOs WIOA Functions

Pam presented members with a Draft of the Functions of the Chief Elected Officials under WIOA per Draft WIOA Transition Policy #6. She said that this document will be the basis for the CEO Agreement that will need to be approved and signed.

#### **Other Business**

### Special Meeting for August 2015

Pam informed members that a Special Meeting may need to be held in August for the Appointment of the Local Workforce Development Board and adoption of the CEO Agreement. After discussion, Robert Albrecht motioned to convene a Special Chief Elected Officials meeting on Monday, August 10, 2015 at 6:30 p.m. in Dixon, if needed. Motion was seconded by Kevin Reibel and carried.

### August County Board Meetings

Pam informed members that Workforce Development Week will be held on August 31 – September 6, 2015 them to pass a Resolution at their respective Board Meetings. Pam said that she would request to make a presentation to the respective County Boards at their August meeting.

### Public Comments

None

### Adjournment

With there being no further business, Jim Duffy motioned to adjourn. Motion was seconded by Robert Albrecht and carried. Meeting adjourned at 7:40 p.m.

Jo Ann Johnson

Approved by:

Kevin Reibel  
Secretary