

**Chief Elected Officials  
Meeting Minutes  
June 24, 2019**

The Chief Elected Officials meeting was called to order at 7:00 p.m. by Chairman Kim Gouker.

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>
Robert Albrecht			John Nicholson	X	
James Duffy	X		Steve Malavolti	X	
Randy Freeman	X		Kevin Reibel	X	
Kim Gouker	X		Scott Toot	X	

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

Approval of Meeting Minutes

Randy Freeman motioned to approve the April 22, 2019 Meeting Minutes. Motion was seconded by Kevin Reibel and carried.

Randy Freeman motioned to approve the May 27, 2019 Special Meeting Minutes. Motion was seconded by Kevin Reibel and carried.

**Business Meeting**

NCI Works Membership Update

Pam informed members that at the present time, the NCI Works Board is at 100% membership.

Approval to modify and increase Trade Case Management Grant (PY 18-651004)

Pam presented a modification to increase the Trade Case Management Grant by \$10,127. She said that the total grant amount will be \$23,386.00. Steve Malavolti motioned to approve the Trade Case Management Grant (PY 18-651004) as presented. Motion was seconded by Randy Freeman and carried.

Review & Approval of PY 19 Plan (PY 19-681004)

Pam provided members with an overview of the PY 19 Plan. She told members that the total grant funding is \$3,007,291 for the period of July 1, 2019 – June 30, 2020. Randy Freeman motioned to approve the PY 19 Plan as presented. Motion was seconded by Kevin Reibel and carried.

PY 17 Incentive Grant

Pam informed members that we were notified by the State that BEST, Inc. is eligible for an Incentive Award for exceeding performance measures. She said that the Incentive Grant is for 2 years and there is very few restrictions as to how to spend this money.

### Approval of the PY 19 Memorandum of Understanding (MOU)

Pam informed members that a copy of the PY 19 Memorandum of Understanding (MOU) was included with the meeting materials. She reminded members that the narrative of the MOU is a multi-year grant, but the budget has to be updated every year. Pam told members that the budget accounts for how each of the Partners are going to share the costs of funding the One Stop Center in Ottawa as well as the One Stop System throughout the 8-counties. Pam told members that the narrative also includes some updates. Kevin Reibel motioned to approve the MOU as presented. Motion was seconded by Randy Freeman and carried.

### Possibly Applying for the SCSEP Grant

Pam said that she addressed the topic at the BEST Board Meeting about possibly applying for the SCSEP Grant. She said that staff gave some thought to applying for the grant, but after checking into the requirements for the grant application we found that it requires a non-federal money match and therefore have opted to not consider applying for the SCSEP grant.

### Other Business

Pam informed members that she will be starting to schedule the Workforce Development Week Presentations at each of the respective County Board meetings.

### Public Comments

None

### Adjournment

With there being no further business, Steve Malavolti motioned to adjourn. Motion was seconded by Scott Toot and carried. Meeting adjourned at 7:12 p.m.

Jo Ann Johnson

Approved by:



Kevin Reibel  
Secretary