

**Chief Elected Officials  
Zoom Meeting Minutes  
February 28, 2022**

The Chief Elected Officials meeting was called to order at 6:35 p.m. by Chairman James Duffy. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
Robert Albrecht	X		Steve Malavolti		
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill		X	Marilyn Shippert	X	

**PROXY:** Steve Malavolti to Randy Freeman

**OTHERS PRESENT:** Carrie Folken, Jo Ann Johnson, Annette Pace

Approval of Meeting Minutes

Randy Freeman motioned to approve the December 20, 2021 Meeting Minutes. Motion was seconded by Kevin Reibel. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

**Business Meeting**

Report of Outcome for PY 2022 MOU Modification

Carrie told members that as part of the PY 2022 Memorandum of Understanding modification, a Report of Outcome needs to be submitted to DCEO to let them know if the partners are in agreement or not to the Budget. Carrie said that at this point all of the Partners appear to be in agreement with the Budget that was presented to them earlier today. However, if partners do not agree, we have until July 1 to work out any issues. She then referred members to a copy of the Report of Outcomes that was included with the meeting materials. Carrie continued by saying that the Report of Outcomes needs to be signed by the NCI Works Co-Chairs and Jim Duffy as CEO Chairman. Motion was made by Robert Albrecht and seconded by Wayne Reising to authorize Jim Duffy to sign the Report of Outcomes once completed and submit to DCEO. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

## Review and Approval of Revised Youth Incentives

Carrie presented revisions to the Youth Incentive Policy. She told members that based on the increase in the minimum wage she recommended that some of the stipends be adjusted accordingly. She proposed to increase the stipend for obtaining a HSE Certificate from \$100.00 to \$150.00. Other increases to incentives include:

Career Exploration Field Trips from \$30.00 to \$50.00 for Successful Completion

Unpaid for Shadowing from \$30.00 to \$50.00 for Successful Completion

Work Readiness/Leadership Activities from \$30.00 to \$50.00 for Success Completion

Also recommended adding: Introduction to Working (completed prior to work experience or OJT) \$75.00 for Success Completion. Kevin Reibel motioned to approve the Revised Youth Incentive as presented. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

## PY 2020-2024 Plans Modifications

Carrie told members that normally the Planning Process is done every 4 years. However, due to COVID, the State is requiring all Locals and Regional Areas to submit Plan modification to include what practices we learned and how the partners worked together and what strategies we learned during the pandemic. Carrie said that Jo Ann put the links on the email notice for members to access the Local and Regional Plans. She told members that copies of the Letter that is to be submitted to DCEO was included with the meeting materials to reflect the changes to each of the document. Carrie provided members with an overview of the modification by saying that BEST, Inc. along with each of the partners worked with customers remotely during the pandemic to keep programs and services operational. She also noted that one thing we did learn during the pandemic is how we can work remotely to provide services and programs to our customers.

## Approval of PY 2020 Local Plan

Randy Freeman motioned to approve the Local Plan as presented. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

<b>Name</b>	<b>Yes</b>	<b>No</b>	<b>Name</b>	<b>Yes</b>	<b>No</b>
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

## Approval of PY 2020 EDR #5 Regional Plan

Kevin Reibel motioned to approve EDR Region 5 Regional Plan as presented. Motion was seconded by Wayne Reising. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

Approval of PY 2020 EDR #6 Regional Plan

Kevin Reibel motioned to approve EDR #6 Regional Plan as presented. Motion was seconded by Robert Albrecht. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
Robert Albrecht	X		Steve Malavolti	X	
James Duffy	X		Kevin Reibel	X	
Randy Freeman	X		Wayne Reising	X	
Don Hill			Marilyn Shippert	X	

Motion carried.

Request approval for any grant modifications (if necessary)

Carrie reminded members that this item is on the Agenda just in case any grant modification come up prior to the meeting. No action needed at this time.

Other Business

Jim reminded members that the next CEO Meeting will be in-person on April 25, 2022 following the BEST Board of Directors meeting. Location will be announced.

Randy commented that he liked the Zoom meetings for NCI Works and their committee meetings as it allowed more members to attend.

Public Comments

None

Adjournment

With there being no further business, Randy Freeman motioned to adjourn. Motion was seconded by Wayne Reising. Motion carried. Meeting adjourned at 6:58 p.m.

Jo Ann Johnson

Approved by:

Wayne Reising  
CEO Board Secretary