

**Chief Elected Officials
Meeting Minutes
April 25, 2022**

The Chief Elected Officials meeting was called to order at 7:15 p.m. by Chairman James Duffy. Roll Call was taken.

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

PROXY: Marilyn Shippert to James Duffy

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

Approval of Meeting Minutes

Kevin Reibel motioned to approve the February 28, 2022 Meeting Minutes. Motion was seconded by Randy Freeman and carried.

Business Meeting

Apprenticeship Grant Modification

Carrie informed members that the Apprenticeship Grant was scheduled to expire on March 31, 2022. However, the State, after reviewing the expenditures allowed a time extension to 6/30/2022 for the Apprenticeship Grant. Carrie told members that this grant does not change the dollar amount awarded, only the extension to June 30, 2022. She said that when she received the information from the State, she contacted Kevin and he granted permission to process the extension of the Apprenticeship Grant. Kevin Reibel motioned to approve the Apprenticeship Grant modification as presented. Motion was seconded by Robert Albrecht and carried.

PY 21 WIOA Modification

Carrie informed members that DCEO awarded a \$ 90,493 increase in allocation for the PY 21 WIOA Grant. She told members that periodically the state reassesses annual allocation for all local workforce areas and this was the surplus for PY 21. Don Hill motioned to approve the PY 21 WIOA Modification as presented. Motion was seconded by Kevin Reibel and carried.

One Stop Operator Agreement

Carrie told members that every 4 to 5 years a Request for Proposal is released for a One Stop Operator. She provided members with an overview of the responsibilities of the One Stop Operator. Carrie said that in previous years, the One Stop Operator consisted of a consortium of Partners that include the Illinois Department of Employment Security, Illinois Valley Community College Adult Education, Illinois Department of Human Service Division of Vocational Rehabilitation and Business Employment Skills Team, Inc. This year, Carrie said, two proposals were received. These proposals were read and

reviewed by members of NCI Works and BEST staff. Carrie continued by saying that the readers recommended to NCI Works at their March meeting to select the consortium to continue as the One Stop Operator. The One Stop Operator Agreement, Carrie said, was included with the meeting materials. She said that it outlines the duties and responsibilities of the consortium. Jim asked if there was any oversight to make sure that the duties and responsibilities were being done as listed in the document. Carrie informed members that the One Stop Operators provide information to the Oversight Committee and then they report to NCI Works. Annette stated that she does the tracking of costs and invoices each of the Partners for their contribution as provided in the Agreement. Wayne Reising motioned to approve the One Stop Operator Agreement as presented and authorized Jim Duffy to sign the document. Motion was seconded by Randy Freeman and carried.

Review & Approval of PY 22 Memorandum of Understanding (MOU) Document & One Stop System Budget

Carrie presented the PY 22 Memorandum of Understanding (MOU) and One Stop System Budget. She told members that the MOU itself was approved for 2 hours, however, the State asked the local areas to include information about how programs and services were operated during the pandemic. They also wanted information included to address equity. In regards to the Budget, Carrie said that an independent negotiator prepared the budget based on information submitted by each of the Partners. She told members that it was an operating budget for the One Stop Center. Randy Freeman motioned to approve the MOU and One Stop System Budget as presented. Motion was seconded by Kevin Reibel and carried.

PY 22 WIOA Budget

Annette informed members that at this time we have not yet received allocations for Program Year 2022 (July 1, 2022 – June 30, 2023). She asked members for permission to enter into an agreement with DCEO and submit the necessary documents to establish the Grant. Annette said that we plan to have the allocation before the next CEO meeting. Wayne Reising motioned to authorize staff to prepare and submit the necessary documents to establish the PY 22 WIOA Budget. Motion was seconded by Don Hill and carried.

Request approval for any grant modifications (if necessary)

As we are approaching the end of the Program Year, Carrie told members that staff is requesting for the ability to transfer funds, if necessary, between Adult and Dislocated Worker interchangeably for year-end needs. Robert Albrecht motioned to authorize staff the ability to transfer funds, if necessary, between Adult and Dislocated Worker interchangeably for year-end needs. Motion was seconded by Wayne Reising and carried.

Other Business

Jim informed members that the next CEO Meeting will be on Monday, June 27, 2022 following the BEST Board Meeting.

Public Comments

None

Adjournment

With there being no further business, Kevin Reibel motioned to adjourn. Motion was seconded by Randy Freeman and carried. Meeting adjourned at 7:40 p.m.

Jo Ann Johnson

Approved by:

A handwritten signature in cursive script that reads "Wayne Reising".

Wayne Reising
Secretary