

**Chief Elected Officials
(Hybrid) Meeting Minutes
December 18, 2023**

The Chief Elected Officials meeting was called to order at 7:10 p.m. by Chairman James Duffy. Roll Call was taken.

Name	Present	Absent	Name	Present	Absent
James Duffy	X		Michael McEmery		X
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti		X	LaDon Trost		X

OTHERS PRESENT: Carrie Folken, Jo Ann Johnson, Jessica Green

Approval of Meeting Minutes

Kerwin Paris motioned to approve the October 23, 2023 Meeting Minutes. Motion was seconded by Keane Hudson. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

Business Meeting

Election of Officer(s)

Keane Hudson motion to retain the current officers. Motion was seconded by Kerwin Paris. All officers agreed to continue as officers for Chief Elected Officials. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

Officers reelected are: Chairman (James Duffy)
 Vice-Chairman (Chris Flikkema)
 Secretary (Wayne Reising)

Application for the Trade Case Management Grant

Carrie said that at the last meeting, members were informed that the trade grant ended on September 30 and staff believed that no funds were not available for future grants. She said members that since Trade is a mandatory partner under the Workforce Innovation & Opportunity Act (WIOA), she was contacted by DCEO about establishing a Trade Grant which will be about \$13,000. Carrie said that this grant will allow the funds to be used for salaries, benefits and training for those Career Advisors that are experts in the Trade program. Carrie requested authorization to enter into the Trade Grant and asked Jim Duffy to sign the Application to receive the funds. Keane Hudson motioned enter into a grant agreement with DCEO for Trade funds as requested and process the application as requested. Wayne Reising seconded the motion. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

Pre-Planning Guide PY 2024 MOU Modification

Carrie explained to members that the Pre-Planning Guide is for the PY 2024 Memorandum of Understanding (MOU) planning process. She said that this form includes all of the Partners that are part of the MOU and lists the timeline for completion of the MOU Document. Carrie said that the Pre-Planning Guide is provided as an informational item.

Request approval to post the PY 24 Regional & Local Plans for Public Review

Carrie told members that not only are we working on the PY 2024 MOU, we are also working on 2 Regional and 1 Local 4-year Plan. Carrie said that although the Plan are not due until March, they do require a 30-day Public Comment Period. She told members that the approval of the documents will be presented to the CEOs at their February meeting, but the Public Comment period needs to be in place by February 14. Carrie asked members for approval to post the PY 24 Regional and Local Plans for Public Review by February 14. Wayne Reising motioned to concur with Carrie's request to post the Regional and Local Plans on February 14 for Public Review. Motion was seconded by Kerwin Paris. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

One Stop Center Reopening Plan

Carrie reminded members that at the last CEO meeting the discussion was held regarding moving the One Stop Center from Ottawa to Sterling. She told members that this discussion will be held with the One Stop Partners at their meeting in January. Carrie told members that the state requires us to have a reopening plan in place. She said that we one in place for Ottawa already, but if the One Stop Partners decide to change the MOU to move the One Stop Center to Sterling, an updated Reopening Plan will need to be submitted to the State. Carrie asked permission to act in the best interest of the BEST and enter into a new reopening plan, if deemed necessary. Kerwin Paris motioned to allow Carrie to enter into a new reopening plan for a One Stop Center, if deemed necessary. Motion was seconded by Chris Flikkema. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

Request approval for any grant modifications (if necessary)

Carrie informed members that in June, the CEOs approved her request to apply for an IE Grant for St. Margaret's Health/Illinois Valley Community Hospital if funds were needed to help those individuals that were affected by the closure. She said that Monterey Mushroom in Princeton announced their closure affecting over 250 individuals. Carrie noted that more than half of those affected are not English-speaking individuals. Carrie asked for approval to apply for an IE grant for Monterey Mushroom to assist those individuals that are displaced, if deemed necessary. Kerwin Paris motion to allow Carrie to apply for an IE Grant for those affected by the closure of Monterey Mushroom. Motion was seconded by Wayne Reising. Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Michael McEmery		
Chris Flikkema	X		Kerwin Paris	X	
Keane Hudson	X		Wayne Reising	X	
Steven Malavolti			LaDon Trost		

Motion carried.

Other BusinessMeeting Schedule for 2024

Jim informed members that the meeting schedule for 2024 was listed on the Agenda. Members agreed to move the December 23, 2024 meeting to December 16, 2024 to coincide with the BEST Board of Director's Meeting. The meetings for 2024 will be: February 26, April 22, June 24, August 26, October 28 and December 16.

Public Comments


None

Adjournment

With there being no further business, the CEO Meeting was adjourned. Meeting adjourned at 7:27 p.m.

Jo Ann Johnson

Approved by:

DocuSigned by:

28CFBC1E378E4E0...
Wayne Reising
Secretary