

**Chief Elected Officials  
Meeting Minutes  
Monday, October 24, 2016**

The Chief Elected Officials meeting was called to order at 7:35 p.m. by Chairman Rick Ketchum.

Name	Present	Absent	Name	Present	Absent
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:** Kim Gouker to Rick Ketchum; Ron Smith to Kevin Reibel

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

Approval of Meeting Minutes

Kevin Reibel motioned to approve the August 22, 2016 Meeting Minutes. Motion was seconded by Randy Freeman and carried.

**Business Meeting**

NCI Works Appointment

Pam informed members that Lisa McCarthy was nominated to replace Theresa Wittenauer on NCI Works. Jim Duffy motioned to appoint Lisa McCarthy to NCI Works replacing Theresa Wittenauer. Motion was seconded by Randy Freeman and carried.

Incumbent Worker Training Policy (Enclosed) (Pam Furlan) (Action Item)

Pam informed members that the Incumbent Worker Training Policy was included with the meeting materials. She said that this policy was brought into compliance with the final WIOA regulations. Pam said that BEST, Inc. will follow state policy in reimbursing employers for the cost of training. Non-federal match requires are: 25% of the cost for employers with 100 employees or less; and 50% of the cost for employers with more than 100 employers. Another change is that funding will be limited to \$80,000 per 12 month period per employer, Pam said. However, exceptions will be made with the approval, in the interest of time, of the Executive Director of Programs/LWDB. Pam told members that this policy will be presented to the NCI Works Executive Committee this week. Once it is approved by the Chief Elected Officials and NCI Works Executive Committee it will be effective. Kevin Reibel motioned to approve the Incumbent Worker Training Policy. Motion was seconded by Steve Malavolti and carried.

Request to transfer \$270,000 from Dislocated Worker allocation to the Adult allocation

Kathy informed members that at the last CEO Meeting, approval was given to transfer \$150,000 from our Dislocated Worker allocation to the Adult Allocation. She told members that after reviewing the budget and current customer flow, she is requesting to transfer \$270,000 from the Dislocated Worker allocation to the Adult allocation. Jim Duffy motioned to approve the request to transfer \$270,000 from the Dislocated Worker allocation to the Adult allocation. Motion was seconded by Kevin Reibel and carried.

Trade Grant Approval

Kathy informed members that the Trade Grant application was approved by the Department of Commerce. She said that the grant amount is \$329,631. This grant, Kathy said, will operate from October 1, 2016 – September 30, 2017 and will serve 42 individuals. Kathy told members that this grant amount may increase if the 2 upcoming closures occurring in LWA #4 become Trade events. Jim asked if additional money could be requested from the Department of Commerce for Trade events. Kathy replied that additional money for Trade events is available. She said that Trade has very strict guidelines with a tremendous amount of paperwork. Randy Freeman motioned to approve the Trade Grant funding request. Motion was seconded by Steve Malavolti and carried.

Other Business

None

Public Comments

None

Adjournment

With there being no further business, Kevin Riebel motioned to adjourn. Motion was seconded by Jim Duffy and carried. Meeting adjourned at 7:44 p.m.

Jo Ann Johnson

Approved by:



Kevin Reibel