

**VERMILION COUNTY WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE MINUTES OF THE MEETING
Thursday May 17, 2007 (1:00 PM)
Vermilion County Court House Annex
3rd Floor Conference Room 6 N. Vermilion Danville , IL**

MEMBERS PRESENT: Chuck Brooks Judy Phillippe Tom Szott Frank Brunacci

MEMBERS ABSENT: Linda Federman Lisa Fudge Jeff Fauver Peggy Kunze

GUEST/PROXIES/STAFF: Lori Brewster

CALL TO ORDER – Chair, Judy Phillippe, called the meeting to order at 1:15 P.M.

APPROVAL OF AGENDA – Tom Szott motioned to approve the agenda. Frank Brunacci seconded the motion. Motion approved by a unanimous voice vote. Motion carried.

APPROVAL OF MINUTES – A motion to approve the minutes of the February 15, 2007 meeting was made by Frank Brunacci, seconded by Tom Szott. Motion approved by a unanimous voice vote. Motion carried.

COMMITTEE REPORTS

Executive Committee:

Lori Brewster reported her attendance to the NAWB at the end of March with 35 other IWP representatives. They all met with U.S. Senator Barack Obama and Senator Durbin's staff regarding the WIA authorization. It was reported by both U.S. Senators Durbin and Obama Staff that they both support WIA re-authorization. Brewster reported that Obama is serving on the committee and that the group received a positive response from the Senator's staff.

Brewster passed out a WIB packet of legislators as compiled by IWP. WIA is one of the top 4 Acts to be re-authorized. Brewster informed the issues with the WIA reauthorization and the Department of Labor's position to issue real changes to the ACT, changes that Congress and the Senate do not support. Stabilize funds, working on informing on recalculations

Brewster informed those in attendance of the issues of IWP and the Illinois State Plan submitted to the federal government. The state of Illinois failed to get copies of the State Plan to WIA areas before the last IWP meeting. There are concerns with how the State handled the IWIB meeting in March 2007, especially issues with local area concerns dealing with the 1-stop infrastructure and the minimum amount of training dollars. The state of Illinois restructured the membership and was able to get the state plan passed in April. Jack Lavin attended the May IWP meeting, to try and smooth issues between the State and the local areas, stressing the importance of communication and hoped to foster better communication in moving forward.

It was agreed that Vermilion Advantage requested to come to the next WIB meeting to do a presentation. However, it was mentioned that the WIB was ready to present the results of the WorkKeys Testing project to the WIB and that Vermilion Advantage be scheduled to perform their presentation on a separate date, at the July meeting.

Brewster distributed copies of the "State of Working Illinois" report by a group of workforce developers. The group has asked to LWIA 18, and Brewster will be arranging a meeting in the near future.

Youth Council Committee:

Judy Phillippe reported the Youth Council in May 2007 to discuss the approval of the Youth service provider, who is the Center for Children's Services.

There was discussion on the recommendation of 70 youths to be served at the cost of \$3,413 per participant for a total cost of \$238,910 depending on the WIA Allocations. The local impact of WIA allocations and that the Youth funding is approved by the Accountability Committee.

The Policy Letter regarding LWIA 18 Allocations had been received stating approximately a \$200,000 dollar reduction in funds. Discussed at the May IWP meeting that the reductions was basically to the dislocated worker funds due to the fact of less industry in our area.

Chuck Brooks made motion to approve Center for Children's Services as youth sub-contractor, seconded by Frank Brunacci and approved by a voice vote. Motion carried, Tom Szott abstained.

The Youth Council also discussed the need to pursue grants in order to fund more programming, and to look at WIA Incumbent Worker funds to perform on-site job training and TA funds for training on programs to strive to be "State of the Art" programs. Brewster informed that the "E-Learning" grant was no longer a possible source of funds as that grant lacked support.

Accountability Committee:

Chuck Brooks reported the WIB was under budget for the year, primarily because of insurance savings of approximately 50%. A new D/O policy was approved for the year. A '07-08 budget was reviewed with Chairman McMahon and Board Chair Peggy Kunze, but the Budget was postponed due the receipt of the allocations a day before. It was felt Brian Hensgen needed to review the allocations for impact upon his program. It was mentioned that discussion was held in reducing the percentage paid to the college for administering the grant, when grant funding and allocations are declining.

Brooks also reported the possibility of looking into a new site to house the JTP program. If allocations continue to go down and the rate continues to increase at the 1-Stop, then an alternative site has to be explored.

Brooks reported that the new budget should be available by the next month.

Workforce Development Committee:

Training Program - Packets were distributed for review of the proposed “Fire Science” program. It is an Associate Degree program, established in 2005. Prior to submitting to ICCB, there has to be a need for the program in the area; this has been completed. The program has to be validated in order to qualify for the WIA program. Frank Brunacci made the motion to approve the Fire Science program, seconded by Chuck Brooks. It was questioned as to any idea if there are openings within the area for paid fire personnel. It was discussed that Danville was the only paid fire department in Vermilion County the others were volunteer, it was unsure if Georgetown was volunteer or not. Champaign has 3 paid fire departments. Motion approved by a unanimous voice vote. Motion carried.

One Stop Contribution - Discussion was held in regard to contribution from Central Illinois Debt Management and Credit Education. Past history shows that CIDMCE provides counseling, consultation, training to clients on debt management. Because of increased interest in debt management, consultation availability has increased from 1 day per week to 2 days per week, and able to keep the agency in Danville. In-kind to cover classes offered that will cover total Partner Contribution.

VVEDS cannot contribute dollars to the One-Stop, and thus provide “in-kind” contributions. VVEDS has provided an in-kind contribution of 2 digital cameras to the 1-Stop for camera use by any partner. Their bill was \$278 but rather provided an in-kind contribution of 2 digital cameras at a value of \$300.

The U of I Extension Service is holding computer classes for One-Stop clients at their facility. There is normally a \$5 fee for each student for materials, but the classroom computer lab and instructor’s time will be the in-kind. Their cost was \$278.00. There was discussion on why the classes were not being offered at the One –Stop.

Hoopeston Multi Agency in-kind contribution, with their employee and employer workshops.

Szott reported that work is continuing on limiting the in-kind contributions and those funds need to be kept for the One-Stop to purchase necessities.

Frank Brunacci made motion to accept the in-kind contributions to the One-Stop from CIDMCE, VVEDS, and the Hoopeston Multi Agency. Chuck Brooks seconded the motion. Motion approved by a unanimous voice vote. Motion carried.

Brewster mentioned the positive survey responses in regard to the workshops that were held at the Hoopeston Multi Agency in Hoopeston.

IWDS Swipe Card - Szott reported that Brian Hensgen has moved one of his workers to the front reception desk in the One-Stop to oversee the Swipe Card system. JTP paid the \$1,200 new swipe card system that is currently in place. Question asked as to whether this system was required. Brewster reported that a Policy Letter was received in December stating the Department of Labor was insisting an electronic tracking system be used to monitor traffic in the One-Stop Center. There was discussion on the cost incurred by JTP, the accuracy of an unduplicated count of cards, how many cards have been issued, and at what the cost.

There discussion as to how many cards have been issued and duplication of services. Frank Brunacci made a motion to accept the swipe card system, seconded by Tom Szott and approved by voice vote. Motion carried. Chuck Brooks abstained.

There was discussion of One-Stop funds getting approval prior to expenditure. It was questioned as to whether bids were received in regards to modifying the desk area of the One-Stop reception area. Brewster clarified that the cost of the reception area was \$1,163 dollars, and that JTP is asking for approving \$553 dollar cost by the One-Stop partners. Frank Brunacci made the motion to approve the expenditure, Tom Szott seconded the motion. Motion failed by unanimous nay voice vote. It was mentioned again to inform Brain Hensgen that any intent to spend One-Stop funds should receive prior approval first.

Career Cruising renewal of 3 year license agreement was discussed and was being looked into further. The current license expires in September of 2007. Szott discussed there are 3 users with this software, but all three are using the same server. Essentially, 3 different users who are using the same server are being charged individually for the software. Brewster stated that the license agreement is not determined by the server, but by site location of the users. Chuck Brooks made the motion to post-pone discussion, Frank Brunacci seconded the motion. Motion to post-pone the issue was unanimously approved by voice vote. Motion carried.

Board Development Committee:

Brewster stated that no meeting had been held. Board Certification is due, and that Board Certification has been mailed in.

Approval of WIB Agenda:

The agenda for the upcoming WIB meeting was reviewed. WorkKeys testing results will be presented at the next WIB meeting. Chuck Brooks made motion to approve the WIB agenda as amended. Frank Brunacci seconded the motion. Motion was approved by unanimous voice vote. Motion carried.

Comments – None

Adjournment - Chuck Brooks made motion to adjourn the meeting, Frank Brunacci seconded the motion. Motion was approved by unanimous voice vote. Motion carried and meeting was adjourned.