

LWIA 23 QUARTERLY BOARD MEETING MINUTES

Monday, March 17, 2025

at

CEFS – 1805 S Banker, Effingham

Chair: Gareld Bilyew

Vice Chair: Jason Warfel

Attendance:

In Person: Gareld Bilyew, Kevin Bushur, Bryan Cannon, Josh McElravy, Deborah Reed, Roy Shelley, Chris Strohl, Kim Taylor, Carol Tracy, Jason Warfel

Virtual: Casey Burgholzer, Cassi Igert, Carolynne Jorgenson, Mandy Martin, Julie Obermark, Denise Smith, Courtney Yockey

Absent: Deb Bohannon, Kevin Buenker, Mike Conrad, Sandy Deters, Aaron Hacker, Lori Poorman, Austin Zwilling

Others Present: Jim Bolin, Jim Brewer, Nancy Purdy, Tim Wente, Josh Douthit, Ashley Towler, Debbie Smith, Tina Percy, Dylan Pugh, Kelly Denton, Dawn Bennett, Cindy Mayer, Elaine Nuding

Welcome – Call to Order:

Chair Bilyew called the meeting to order at 6:01pm. Roll call ready by Cindy Mayer. Quorum present.

Approval of Meeting Minutes:

Minutes for December 16, 2024, board meeting were approved as is. Jason Warfel made the motion to approve the minutes and Deb Reed seconded the motion. Motion carried.

Conflict of Disclosure:

Chair Bilyew asked for any conflicts of interest. There were none reported.

Committee Reports:

Planning and Oversight:

Vice-Chair Chris Strohl reported the committee met March 13, 2025, at 4:30pm. The committee went through fiscal reports. Tina Percy provided a dashboard report and the committee requested the dashboard report be included in the fiscal reports. Kelly Denton did a report on services and Dawn Bennett did a report on incumbent worker training. The Community College Annual plans were reviewed. The committee also heard about the program monitoring and grants that will be discussed later in this meeting.

Youth:

As Kala Lambert, Vice Chair was not present, Cindy Mayer reported the committee met today (March 17, 2025) at 3:00pm. Staff from ROE 3 and DRS joined the meeting to share their experiences in recruitment, engaging and retaining youth in their programs. The committee

received 3 responses from a questionnaire to gauge what members want for the goals of the committee. The questionnaire will be opened back up to allow more members to complete. The committee also voted in Ed Dowd from Mattoon Chamber as a committee member and Carol Tracy as the committee chairperson. The committee is asking for approval from the board for these new members.

Chair Bilyew asked for a motion to approve Carol Tracy as the committee chair. Chris Strohl made the motion and Kevin Bushur seconded. Motion passed.

Chair Bilyew then asked for a motion to approve Ed Dowd as a committee member. Jason Warfel made the motion and Kim Taylor seconded. Motion passed.

Consortium:

Chair Kevin Bushur reported the committee met today (March 17, 2025) at 4:00pm. Chris Strohl provided training in Adult Education. She reported 223 immigrants being served in ESL. The group received a Business Service Update from Dawn Bennett. Kelly Denton reported on the One Stop Operator sharing there were 1068 people seeking services at the One Stop last quarter. Partner training was discussed. The committee also approved extending the One Stop Agreement for another year.

Executive:

No report

Carol Tracy made a motion to approve the committee reports as presented. Josh McElravy seconded the motion. Motion carried.

Service Provider Report:

Kelly Denton shared her reports from IWDS and IPATS. Kelly explained IPATS shows the correct measures as it shows the progress at meeting the 70% threshold. The IWDS still shows the 90% threshold which is outdated. Adult and dislocated worker benchmarks are currently being met and youth is exceeding the benchmarks.

Fiscal Reports:

Tina Percy explained how the agency is doing with meetings its fiscal benchmarks. For the PY23 grant \$2,300,004 has been spent. 91% of the funds have been obligated; the program meets the 50% requirement for out-of-school youth and is at 22% for Youth Work-based learning (20% is benchmark). For Adult and Dislocated Worker training, currently 50% has been obligated. For PY24, \$893,000 has been spent. Current obligations are at 45% (80% is benchmark), Out-of-School youth is at 79% (50% benchmark), Youth Work-Based Learning is at 44% (20% benchmark) and Adult and Dislocated Worker Training is at 49% (50% benchmark). \$94,000 has been spent on the Rapid Response grant and \$60,741 has been spent on the Supplemental Grant. Tina then did an explanation of the new dashboard report. Tina shared she is worried about the PY24 obligations not meeting the 80% mark, but she knows that Kelly and her team have a plan.

Kim Taylor made a motion to approve the financial reports. Roy Shelley seconded the motion. Roll call vote. Motion carried.

Incumbent Worker Report:

Dawn Bennett reported on the status of the incumbent worker projects. She referred to the report that was included in the board packet on page 18. As it stands now, there will be no PY23 funds left and \$11,600 left in the PY24 funds.

New Business:Approval of Program Monitoring:

Kelly Denton explained the monitoring went well with no findings with just a few clerical errors that were corrected.

Motion made by Josh McElravy. Seconded by Jason Warfel. Motion passed.

Approval of PY 23 Formula Funding Agreement:

Cindy Mayer explained this funding is to roll over the remaining amount of the grant once CEFS became fiscal agent. Formula funding provides for the youth, adults, and dislocated worker services.

Carol Tracy made a motion to approve. Kevin Bushur seconded the motion. Roll call. Motion passed.

Approval of PY 24 Supplemental Grant Agreement:

Cindy Mayer explained that the supplemental grant is used for parenting youth and those in poverty as well as assisting with Lake Land and IECC Adult Ed and ESL classes.

Motion made by Roy Shelley. Chris Strohl seconded the motion. Motion passed.

Approval of PY 24 Formula Funding

Cindy Mayer explained this is the same as the PY 23 Formula funding, but this is for the full grant term.

Kevin Bushur made the motion to approve. Roy Shelley seconded. Roll call. Motion passed.

Approval of 1-year extension for One Stop Operator

Cindy Mayer explained the need for the extension as the agreement allows for an additional year. DCEO has agreed we could ask for the extension to allow more time for the new director to learn the RFP process. The Consortium Committee also agreed to the extension and asked for board approval.

Josh McElravy made the motion to approve. Deborah Reed seconded. Motion passed.

Approval of 2025 MOU

Cindy Mayer explained there is a need to change the budget portion due to needing to add \$48,000 in "in-kind". DCEO has said this needs to be kept in the budget due to the 1-year extension of the One-Stop Operator. Another negotiation meeting with the partners will need to be conducted. Once agreed, the board will need to approve the MOU and Cindy will set up a meeting via Zoom as it needs approved prior to the next meeting.

No action taken.

Appointment of Nominating Committee

Cindy Mayer asked for 3 volunteers to serve on the nominating committee to make recommendations for next year's officers. Chris Strohl, Kim Taylor, and Casey Burgholzer volunteered to be on the committee.

Roy Shelley made the motion to approve the committee members. Carol Tracy seconded. Motion passed.

Workforce Development Director's Report:

Cindy Mayer updated the board on projects currently occurring:

Dawn Bennett and Cindy Mayer are currently going through TPM training and explained that DCEO has approached Courtney Yockey to convene the TPM collaborative that was started with manufacturers under Lake Land College. Courtney shared the collaborative will start out focusing on the Effingham area manufacturers that were involved with Lake Land and then will have the option to expand to other areas once this collaborative is established. Start date is looking to be in April 2025.

The Home IL grant is a DCEO pilot project that includes the Continuum of Care and WIOA. The local CoC applied and received the funding as this program will focus on people experiencing homelessness. The CoC will focus on the housing aspect and LWIA 23 and LWIA 21 will focus on employment and work skills. Marion is the only county in LWIA 23 that is not participating in this grant as they are outside the CoC area.

The director has been working on the MOU and has had 2 negotiation meetings and will be setting up a third after receiving clarification from DCEO on the budget (as previously discussed).

Other Business:

None

Public Comment:

None

Motion to Adjourn:

The meeting was adjourned at 6:46pm. Chris Strohl made the motion to adjourn, and it was seconded by Josh McElravy. Motion carried. Next meeting is set for June 16, 2025.