

**Mid America Workforce Investment Board Meeting**  
**July 27, 2023**  
**Meeting Minutes**  
**Belleville One Stop**

Members Present:

Eric Brammeier	Ken Kenney	Mike Reed
Cliff Cross	Brad Knolhoff	Richard Sauget Jr.
Cristina Fernandez	Larry McLean	Dawn Swift
Lial Field	Eric Oller	Vicky Watts McElroy
Ashley Holmes	Mike Rakers	Tony White

Staff:

Rick Stubblefield	Lee Reese	Brenda Boggs	Cindy Layman
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Chairman Rich Sauget called the meeting to order at 8:35 AM. Lee Reese conducted roll call and a quorum was eventually established. There was no public comment.

Lee presented the Systems Development & Oversight Committee report. He summarized the meeting minutes from 7/11/23. He also shared that there will be a new One Stop Operator. The new operator coming on had to wait for the partners to convert their in-kind contributions to cash on hand. This has now been finalized. The Marketing & Economic Development Committee did not meet due to lack of quorum. For the Youth Council report, Larry McLean informed Board members that the transition of the program to in-house is complete. It was known that it would be a rough transition, but it wasn't known it would be as rough as it was. The Youth program did miss its goal for Measurable Skills Gain but hoping when the Statistical Analysis Model (SAM) is applied, the outcome will change to meet the goal. The quality of Paid Work Experience sights continues to be commended. Chairman Sauget reported on the Executive Committee's meeting. Rich stated that the Executive Committee has requested that the 5 County Executives be contacted to make sure they are fully informed as to the performance numbers and repercussions if performance goals are not met for a 2<sup>nd</sup> year. For WIOA Partner updates, Dawn Swift reported that IDES is meeting people by appointment and that staff are still rotating coverage in the office. The Resource Room is open to the public and the limitation on the number of people in the building has been lifted. It was asked if there was any indication from the State when IDES staff would return to being in the office full time. The response that nothing had been shared on this topic. Cristina Fernandez stated Department of Human Services is open for walk-ins to drop off documents, conducting as needed interviews either in-person or over the phone for SNAP, medical, and cash programs.

Lee presented the Operations Report, highlighting the performance reports in the packet. Lee reiterated that Measurable Skills Gain for Youth was the only measure not met and that it was missed by 2.67%. He shared that there is a plan in place going forward to analyze the performance measures on a quarterly

basis to prevent this happening again. Rick mentioned that 100+ youth were brought in-house from MERS. This resulted in some youth participants not maintaining contact with the program who could have possibly been part of the number of participants factored into the Measurable Skills Gain. An inquiry was made as to how 90% threshold was determined/calculated. It was explained that it is 90% of the negotiated goal and that those goals are negotiated yearly between DCEO and Workforce Development Group based on the goals the Department of Labor has determined for the State of Illinois and past performance of our LWIA. The Quarterly Services Report was reviewed. The report has been revised at the request/suggestion of some Board members. It now reflects quarterly numbers from this year and the numbers from the same quarter of last year. Lee called attention to the Financial reports along with the PY 23 budget and entertained questions to answer later since the Accountant was not in attendance. Rick explained funding from grant 201 was 100% spent and the Workforce Development Group achieved obligating 80% of funds for 202. He addressed what occurred recently to make this possible. There are 2 contracts in place to assist us with achieving this goal. One contract is with Soulcial Kitchen and one contract with Midwest Career Source (MCS), a former vendor of ours. It was shared that the management team was meeting on Monday, July 31, 2023 to debrief on Program Year 2022 and make sure we see the big picture for PY 2023 and get back to some of the basics to rebuild. Rick acknowledged it was a rough year and that it was rougher than anticipated. He stated he was incredibly proud of the efforts of the staff and how they came together to make things happen, especially since a lot of them were new. He called attention to the Youth program staff that are new and how quickly they learned and made an impact. It is important to keep an eye on all projects going forward and working on those that will help us achieve our goals, such as Paid Work Experience. An inquiry was made whether there was a stockpile of employers desiring to participate in Paid Work Experience and other programs. It was noted that employers were not an issue due to staff notifying employers of what is available. The challenge is finding people wanting the services. Rick noted there are several Workforce grants that have become available that we have to compete against. Those grants do not have the eligibility nor testing requirements that our program has. This is why work-based learning is a vital service that we offer. We have to show a return on investment to go through the process of our program. It was asked if Paid Work Experience and other services are limited to high demand fields. For Paid Work Experience and most work-based learning are not restricted to high demand fields. Rick indicated that training programs were on the agenda for approval and those need to fall in high demand occupations. A conversation was had regarding what is Paid Work Experience and how does Incumbent Worker Training work. There was nothing additional to discuss for One-Stop update due to everything being covered under Committee reports and Partner Updates. It was noted that the restriction of the number of people allowed in person has been removed so Orientation has returned to in person. Lee offered to show anyone around the One Stop who was interested.

Lee mentioned that at the Executive Committee meeting, Larry McLean was asked to head the committee to nominate new Board officers and Committee members. Larry asked anyone that would like to be on the Committee to send him an email. Chairman Sauget stated that anyone that was aspiring

to be a Board Officer to make themselves known as well. Next was the request to approve the recertification of training programs. The list was provided in the Board packet.

An explanation of the Statistical Analysis Model (SAM) was provided to the Board. This is a model to address how performance is assessed. The model takes into consideration various characteristics of a Local Workforce Area and applies an algorithm to the performance numbers for a period of time.

Chairman Sauget requested a motion to accept the Consent Agenda as presented, Items 1 – 3, which consisted of:

1. Approval of Minutes from the April MAWIB Meeting
2. Approval of PY 2023 budget
3. Recertification of training programs

Lial Field made a motion to approve the Consent Agenda, it was seconded and the items were unanimously approved.

It was mentioned that a proposal for an Incumbent Worker Project for MAC Medical was received and it is time sensitive. There was also a proposal received for Budnick Converting. Due to not having time to get it added on the agenda in a timely manner, it was asked if the Executive Committee could be given permission to review and approve these. There being no comments from Board Members, Chairman Sauget asked for a motion to adjourn. The motion was made by Larry McLean and seconded. The meeting was adjourned at 9:24 AM.