

**SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.**  
**MINUTES for SEPTEMBER 10, 2024**

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**I. CALL TO ORDER:**

The September meeting of the Southern 14 Workforce Investment Board, Inc. was held on Tuesday, September 10<sup>th</sup>. Dean Rogan called the meeting to order at 7:00 p.m. at Southeastern Illinois College in Harrisburg, IL and via zoom. A quorum was met.

**ROLL CALL**

**ABSENT**

Kaylee Adams (Zoom)

Scot Cohoon

Brad Cross

Connie Duncan

Lena Hicks (Zoom)

Tim Hocking (Zoom)

Chris Howton

Shane Neuman (Zoom)

Wendy McClusky

Angie Peyton

Beth Rister

Neil Wagner

Chad Wargel (Zoom)

Trina Warren (Zoom)

Dawn Williams (Zoom)

Denna Williams (Zoom)

Patricia Wilson (Zoom)

Rick Wilson

Rocky Wright

Dean Rogan

Brandi Bradley

Lori Cox

Wayne Eichorn

Matt Fowler

Ginger Harner

Libby Lingafelter

Leah Seals

Steve Smith

Beth Wilson

Tory Woods

Also in Attendance: Pam Barbee, Ryan Trueblood, Sheryl Walker, and Jessica Barbre

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**II. APPROVAL OF THE JUNE 11th BOARD MINUTES**

A quorum was met and the June 11th minutes were approved with the addition of Wendy McClusky via Zoom.

1<sup>st</sup>: Neil Wagner

2<sup>nd</sup>: Tim Hocking

Voice Vote: Motion Carried

**III. ACCEPTANCE FINANCIAL REPORTS**

All expenses were presented in member packets for the June, July, and August 2024 expenses and were accepted.

1<sup>st</sup>: Chris Howton

2<sup>nd</sup>: Rick Wilson

Roll Call Vote: Motion Carried

**IV. CHAIRMAN COMMENTS**

Mr. Rogan thanked the board for their continued work in our local counties. He also thanked Dorene Ewell for her efforts on the board and congratulated her on her retirement. At this time Chris Howton made a motion for Shane Neuman to step into the Vice-Chair position with Neil Wagner seconding. The motion passed with a voice vote and Shane Neuman abstaining.

**V. EXECUTIVE DIRECTOR COMMENTS**

We have had a very busy summer in the Board office. Lots of reports and updates due with little turnaround time.

On a good note, we are officially off the State's Corrective Action plan. The monitors noted our overall improvement and especially our improved file organization. They did caution that we should continue our oversight at the Board level. To facilitate this oversight, staff provide the service provider staff with bi-weekly participant reports that include participants nearing exit, participants with lagging contact, and other potential issues. The staff will continue to monitor participant files for both programmatic and fiscal each quarter. This frequent monitoring allows us to catch issues in a timely manner. We also continue to conduct a quarterly in-service training with both service provider's frontline staff. We discuss recent findings, procedures, policy changes etc. It is our check in to ensure that we are all on the same page. We anticipate that our next official State monitoring will be scheduled in late October or early November, but we have not received the notice.

Our proposal for the State supplemental funds was accepted and we submitted the application. DCEO's plan is to have those grants issued by mid-October. Our plan focused on work

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experience for those individual who are not participating in the workforce. We were awarded \$114,711 for this grant and plan to serve 14 individuals with work experience. We will also be working closely with SCC Adult Education to offer a short term training in Entrepreneurship, as well as some Google IT certificates. This partnership will increase our number of individuals co-enrolled with Adult Education.

Our request for additional funds in the 1E grant was accepted. We were awarded an additional \$81,924 bring our grant to \$144,924. This funding is for incumbent worker training and we have obligated all but \$8,500 of the funds. We currently have eight active projects – 3 municipalities and 5 business. Our largest project is with Fairfield Memorial Hospital. We are providing \$33,546 in training funding to aid in their successful transition to the new leadership. All of our projects are provided to reduce the chance of layoff. In the municipalities, the training revolves around safety and the OSHA requirements – without the required training staff are not permitted to perform their duties and services could be contracted rather than performed in house. The three manufacturing facilities focus on leadership, giving management the tools to make more efficient decisions, reduce incidents that effect the bottom line. We also are providing training to a company that has industrial cleaning contracts all over the country and needed individuals with CDL licenses to transport the equipment. This project will train six individuals and allow the company to continue to bid on jobs.

I have been trying to make the public more aware of our services, attending career fairs and consenting to TV and Radio interviews. I am also in the middle of my annual County Board Meeting tour.

Thank you for your continued support and willingness to serve.

## **VI. COMMITTEE REPORTS**

### **Policy and Planning Committee:**

The Policy and Planning Committee met on September 4<sup>th</sup> at 10:00 am via Zoom, we did have a quorum. A motion was made by Ginger Harner and seconded by Tim Hocking to accept the Local Policy Revisions as presented.

The Committee then brought this to the board.

1<sup>st</sup>: Committee

2<sup>nd</sup>: Brad Cross

Voice Vote: Motion Carried

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**Youth Committee:**

The Youth Committee met on September 4<sup>th</sup> at 9:00 am via Zoom, we did have a quorum. A motion was made by Beth Rister and seconded by Tim Hocking to accept the proposal for youth contracts as submitted and award the youth contracts for the southern seven counties to SDC and the northern seven counties to WADI.

The Committee then brought this to the board.

1<sup>st</sup>: Committee

2<sup>nd</sup>: Neil Wagner

Roll Call Vote: Motion Carried with Lena Hicks and Denna Williams abstaining.

**Oversight Committee:**

The Oversight Committee met on September 4<sup>th</sup> at 1:30 pm via Zoom, we did have a quorum. A motion was made by Chris Howton and seconded by Neil Wagner to accept the proposal for adult and dislocated worker contracts as submitted and award the adult and dislocated worker contracts for the southern seven counties to SDC and the northern seven counties to WADI.

The Committee then brought this to the board.

1<sup>st</sup>: Committee

2<sup>nd</sup>: Neil Wagner

Roll Call Vote: Motion Carried with Lena Hicks and Denna Williams abstaining

The Oversight Committee met on September 4<sup>th</sup> at 1:30 pm via Zoom, we did have a quorum. A motion was made by Chris Howton and seconded by Neil Wagner to accept the revision of our Local Plan as presented.

The Committee then brought this to the board.

1<sup>st</sup>: Committee

2<sup>nd</sup>: Neil Wagner

Voice Vote: Motion Carried

The Oversight Committee met on September 4<sup>th</sup> at 1:30 pm via Zoom, we did have a quorum. A motion was made by Chris Howton and seconded by Neil Wagner to accept the new program at SCC-Occupational Therapy Assistant.

The Committee then brought this to the board.

1<sup>st</sup>: Committee

2<sup>nd</sup>: Brad Cross

Voice Vote: Motion Carried with Patricia Wilson abstaining.

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**VII. SERVICE PROVIDER COMMENTS:**

**Shawnee Development Council:**

Training Notes: We have completed putting on new participants for the Fall 2024 semester. We have not gotten a total number at the time of this report, but an estimate would be 20 new participants along with the returning students.

Work Experience notes: The State Grant Work Experience component has ended as of June 30<sup>th</sup>. As of August 15<sup>th</sup>, SDC has 1 participant on the Youth In-School WEX in Hardin county. We have a total of 4 on the Adult WEX. Two in Hardin county, 1 in Union county, and 1 in Alexander county. We also have one Dislocated Worker on WEX. For the Quest WEX, we have 5 working: 2 in Pope county, 1 in Johnson county, 1 in Hardin county and 1 in Union County. We had to terminate an employee recently, so we are working on replacing that one. If these WEX participants complete their time, we will have spent all of our designated funding for this grant. We have word that another State grant is coming but no start dates have been given. We also have 1 OJT at D&D Electric.

Meetings/ trainings attended recently or upcoming:

July 17<sup>th</sup>: Informational Meeting at SIC with potential WIOA participants

July 18<sup>th</sup>: Policy Revision Zoom

July 28<sup>th</sup>: Business Services Team Zoom

Upcoming Events/Trainings

August 14<sup>th</sup> : IWDS 2.0 Transition Zoom

August 19<sup>th</sup> : Zoom Meeting with Mantracon

August 29<sup>th</sup> : SO14 Quarterly Monitoring

Personnel Changes: Jamia Purdiman, the WEX Coordinator, has resigned effective August 15<sup>th</sup> due to personal reasons. We hired Michele Hunsaker as her replacement on September 3<sup>rd</sup>.

**Wabash Area Development Inc.:**

**PROGRAM:**

Effective July 1, WADI has changed our mileage payout from .585 cents per mile to .30 cents per mile to help sustain transportation costs.

We have 13 new participants this fall semester, 3 LPN, 2 CDL, 2 cosmetology, 2 criminal justice, 1 auto tech, 1 RN, 1 business mgmt., and 1 diesel tech who is a returning participant.

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Most of our youth WEX have gone back to school. Cody Wolf has stayed on at City of Eldorado. Ryan Douthitt says they plan on hiring him full time. Debra Dale, who is our Hamilton County outreach worker, is being hired on to Head Start full time. Kevin Shoemaker is currently at Victoria on Main as an innkeeper and baker. Katelyn Scott started at Greater Wabash Planning Commission but has since transferred to Raylen James Marketing to gain more graphic design skills. Kelly Gouchenour was just hired on to Fairfield Memorial Hospital on their custodial crew.

We have completed the local policy task revisions assigned to us by DCEO.

WADI had a WIB monitoring on August 28 that went very well with minor findings.

### OUTREACH/TRAINING:

IECC will have a career fair on October 17 at WVC that Nelda will be attending.

Edwards County High School will have a career fair on October 18<sup>th</sup> that Nelda will be attending.

We will have our WIOA retreat at Frontier Community College on October 24<sup>th</sup>

Fairfield High School will have a career fair on October 29<sup>th</sup> that I will be attending.

### SUCCESS STORY:

Tracy Sutton came into the Workforce Innovation and Opportunity office at Wabash Area Development, Inc. in June 2022. He was seeking assistance for the Radiography Program offered at Olney Central College.

Tracy had been employed at Champion Laboratories, Inc. He was laid off from his job after 27 years of employment.

Tracy had applied to the Radiography Program at Olney Central College and was accepted into the program. He completed the 2-year program with all A's and B's in the classes and clinicals. He enjoyed the various clinical sites obtaining knowledge and experience.

Tracy graduated in May 2024. He passed the ARRT exam for his Radiologic Technician License. He started his employment right away at Saint Vincent's Health System as a Radiology Technologist.

Tracy is very appreciative of all the assistance that the program was able to give him with tuition, books, uniforms, mileage reimbursement and testing fee reimbursement.

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**VIII. ADJOURNMENT**

Beth Rister made the motion to adjourn, seconded by Rick Wilson, carried via Voice Vote. The meeting was adjourned at 7:40 pm by Dean Rogan.

Minutes Approved by \_\_\_\_\_ Date \_\_\_\_\_

DRAFT