

# SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

## MINUTES for June 11, 2019

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### **I. CALL TO ORDER**

The June meeting of the Southern 14 Workforce Investment board, Inc. was held on Tuesday June 11, 2019 at the Southeastern Illinois College in Harrisburg IL.

Chairman Royce Carter called the meeting to order at 7:00 p.m.

Prior to the roll call Chairman Carter introduced 2 new board members Amber Bond from Gallatin County and Dorene Ewell from Saline County.

### **II. ROLL CALL**

### **ABSENT**

Amber Bond  
Lori Cox  
Brad Cross  
Jay Edgren  
Wayne Eichorn  
Dorene Ewell  
Kevin Fetters  
Andrea Hays  
Tim Hocking  
Chris Howton  
Ginger McBride  
Dean Rogan  
Randall Rushing  
Florence (Flo) Simpson  
Larry Steward  
Penny Valentine  
Neil Wagner  
Dawn Williams  
Denna Williams  
Rick Wilson  
Royce Carter

Brandi Bradley  
Connie Duncan  
Beth Rister  
Beth Wilson

Also in attendance: Sandy Goldman from WADI, Jordan McBride from SDC, Pam Barbee, Lyn Stephens and Sheryl Walker from So.14 Board Office.

### **III. APPROVAL OF THE MARCH 12, 2019 MINUTES**

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Following a review of the March 12, 2019 Meeting minutes, **Chris Howton** made the motion to approve the March 12, 2019 minutes, **Tim Hocking** seconded the motion, Motion was carried by Voice Vote.

#### IV. ACCEPTANCE FINANCIAL REPORTS

Following a review of the March, April and May 2019 financial reports as presented: **Ginger McBride** made a motion to approve the financial reports with **Wayne Eichorn** seconded. **Motion was carried by roll call vote as follows:**

Amber Bond (yes), Lori Cox (yes), Brad Cross, Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Feters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (yes), Rick Wilson (yes), Royce Carter (yes)

#### V. CHAIRMAN COMMENTS

Chairman Carter deferred his comments

#### VI. EXECUTIVE DIRECTOR COMMENTS

Due to the volume of items before the board, Ms. Barbee wrote out her comments and made them available on the So. 14 Website for the board members one week prior to the board meeting.

#### VII. COMMITTEE REPORTS

##### **EXECUTIVE COMMITTEE:**

Met to review and take action on two requests:

- Approval of the board office to spend \$23,699.19 on the TABE 11/12 test which are now the required to be used for placement testing.
- To extend Work Experience time length for 3 clients.

Both items were approved.

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### **PERSONNEL COMMITTEE:**

The Personnel Committee met via conference call on 6/3/2019 a quorum was present:

**Chair Kevin Fetters** brought a motion to the board:

To increase the Board Office and OneStop staff by 12% and the Executive Director's salary by 4% at a total cost to the Administrative budget of \$8,292 and a total cost to the Programmatic Budget of \$3,229.

The motion was brought by the committee and was second by Dawn Williams.

*Motion was carried by roll call vote as follows: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (yes), Rick Wilson (yes), Royce Carter (yes).*

### **FINANCE COMMITTEE:**

Met via conference call on 6/3/2019, we did not have a quorum so I bring Four (4) motions to the full board

- **FIRST:** I make a motion to accept the PY19 Allocated Funding (grant #19-681026) as presented and authorize Board staff to submit the application for those funds. Brought by committee seconded by Wayne Eichorn.

*Motion was carried by roll call vote as follows: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (Abstain), Rick Wilson (yes), Royce Carter (yes).*

- **SECOND:** I make a motion to accept the PY19 administrative budget as presented, including the proposal to revise the Board and Board staff per diem to reflect the current GSA rate. If approved this change will require an update to the Fiscal, as well as the Personnel manual to reflect the changes. Brought by committee seconded by Kevin Fetters.

*Motion was carried by roll call vote as follows: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (yes), Rick Wilson (yes), Royce Carter (yes).*

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- **THIRD:** I make a motion to accept the supplemental PY18 Allocated Funding (grant #18-681026) and to make the requested \$125,000 from dislocated worker funding to adult funding as presented as well as authorize Board Staff to submit the modification for those funds. Brought by committee seconded by Larry Steward.

*Motion was carried by roll call vote as follows: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (abstain), Rick Wilson (yes), Royce Carter (yes).*

- **FOURTH:** I make a motion to approved two (2) request, that if approved will utilize the remainder of the PY17 administrative funding that will expire on June 30, 2019. First request to purchase a white board and projector system for the Board office conference room. Board office staff will comply with procurement procedures and expenditure will not exceed \$3,500. Also, request to purchase TABE test and supplies to be used by the whole area. Board office staff will comply with procurement procedures and expenditure will not exceed \$20,000 Brought by committee and seconded by Ginger McBride.

*Motion was carried by roll call vote as follows: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Dawn Williams (yes), Denna Williams (yes), Rick Wilson (yes), Royce Carter (yes).*

### OVERSIGHT COMMITTEE:

The Oversight committee met via conference call on 6/6/2019 a quorum was not present. Chair Chris Howton brings to the full board a motion to approve the request from WADI to allow the increase of Induvial Training Account's (ITAs) for 2 clients, in the amounts of \$3,120 and \$1,497 beyond the \$20,000 soft cap limit.

Motion was brought by the *Chris Howton* of the Oversight Committee, *Kevin Fetters* second the motion

*Motion was carried by roll call vote: Amber Bond (yes), Lori Cox (yes), Brad Cross), Jay Edgren (yes), Wayne Eichorn (yes), Dorene Ewell (yes), Kevin Fetters (yes), Andrea Hays (yes), Tim Hocking (yes), Chris Howton (yes), Ginger McBride (yes), Dean Rogan (yes), Randall Rushing (yes), Flo Simpson (yes), Larry Steward (yes), Penny Valentine (yes), Neil*

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*Wagner (yes), Dawn Williams (yes), Denna Williams (yes), Rick Wilson (yes), Royce Carter (yes)*

### **POLICY AND PLANNING:**

The met via conference call on 6/6/2019. We had a quorum so I bring to the full board in the form of a motion to approve the changes to local policy #10, Military Selective Service and local policy #22, Work Experience as presented. If approved these changes will allow the Executive Director to approve the Selective Service Verification form as well as request by the Service Providers to extend the time frame of participant's work experience contracts. Brought by the committee no seconded required motions carried by Voice vote.

**ONE-STOP OPERATIONS COMMITTEE:** met via conference call on 6/10/2019. We did not have a quorum so I bring to the full board a motion to approve the submission of the One-Stop MOU for PY19.

Brought from the committee, seconded by Tim Hocking, motion *carried via Voice Vote*

**NOMINATING COMMITTEE:** The nomination Committee met prior to tonight's meeting. Board office staff polled Board members that met the criteria to serve, but found no one interested in accepting the position so we recommending we retain the current slate of officers for PY19 for a two-year term.

We had a quorum so I bring to the full board in the form of a motion the following slate of Officers for PY19

- Chair Royce Carter
- Vice Chair Dean Rogan
- Secretary/Treasurer Dawn Williams

Motion was brought by committee to accept this slate of officers, seconded by Brad Cross, motion was carried via Voice Vote

### **VIII. SERVICE PROVIDER COMMENTS:**

#### Sandy Goldman WADI

Currently have: 85 active classroom training (27 – saline/Gallatin) (17 – Hamilton/white) (29 – Wayne) (12 – Wabash/Edwards) 1 active On the Job Training (OJT). We are still enrolling new customers. We are still looking for more customers to enroll in training, currently our waiting list for training is empty.

**AIRTEX:** On February 28<sup>th</sup> there was a rapid response workshop for the 3 workers that were laid off on March 29, 2019. All 3 attended the meeting. There are still 7 working there.

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Jordan McBride SDC

SDC has 70 applicants in various stages of certification since May 1. Of those, around 35 are work experience with the other half being Occupational Classroom training.

**IX. OTHER BUSINESS**

None

**X. ADJOURNMENT**

Chris Howton made the motion to adjourn, seconded by Dean Rogan, Carried via Voice Vote.  
Meeting adjourned the at 7:46 p.m.

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