

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

ROYCE CARTER, CHAIRMAN

PAM BARBEE, EXECUTIVE DIRECTOR

MEMO

TO: Policy & Planning Committee
FROM: Ginger McBride, Chair
DATE: March 5, 2018
RE: Committee Meeting



The Policy & Planning Committee will meet:

**Tuesday, March 13, 2018
6:30 p.m.
Southeastern Illinois College
G Building
3575 College Road
Harrisburg, IL**

The purpose for this meeting is to:

REVIEW PROPOSED CHANGES TO SOUTHERN 14 BI-LAWS – SECTION #3 PAGE 6 & SECTION 6, LETTER C PAGE 8- FOR RECOMMENDATION TO THE FULL BOARD

Your attendance at this meeting is needed and will be appreciated.

Hope to see you there!

Committee Members: Ginger McBride, Chair, Les Hardin & Tim Hocking

AGENDA

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

TUESDAY, MARCH 13, 2018

6:30 P.M. – POLICY & PLANNING COMMITTEE

**SOUTHEASTERN ILLINOIS COLLEGE
G BUILDING (SEE MAP)
3575 COLLEGE ROAD
HARRISBURG, IL**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. REVIEW PROPOSED CHANGES TO SOUTHERN 14 BI-LAWS – SECTION #3 PAGE 6 & SECTION 6, LETTER C PAGE 8- FOR RECOMMENDATION TO THE FULL BOARD**
- IV. OTHER BUSINESS**
- V. PUBLIC COMMENTS**
- VI. ADJOURNMENT**

**THE SOUTHERN 14 WORKFORCE INVESTMENT BOARD MEETINGS ARE OPEN MEETINGS
AND THE PUBLIC IS WELCOME TO ATTEND.**

**FOR FURTHER INFORMATION, CONTACT PAMELA BARBEE AT THE OFFICE
OF THE SOUTHERN 14 WORKFORCE INVESTMENT BOARD: (618) 382-5024.**

**AN EQUAL OPPORTUNITY EMPLOYER / PROGRAMS,
AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO PERSONS WITH DISABILITIES.**

**LWIB BOARD MEMBERS
PLEASE CALL 618-382-5024 IF YOU ARE UNABLE TO ATTEND**

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

ROYCE CARTER, CHAIRMAN

PAM BARBEE, EXECUTIVE DIRECTOR

MEMO

TO: Policy & Planning Committee
FROM: Pamela Barbee, Executive Director
DATE: March 5, 2018
RE: Committee Meeting



Bi-Law Changes as follows:

1 – Section 3 Term Limitations (page 6) – Proposed language was added, at the request of DCEO, to ensure that our board was appointed in a staggered manner (1/3 per year). As far as I know we have never had a problem but this language reduces the risk of the majority of our board being reappointed in a single year

2 – Section 7 Termination /Removal, Letter C (page 8) – Proposed removal of language referring to defacto resignations upon missing 2 meetings within 12 month period. This issue was discussed at last June’s meeting. With the current meeting schedule there is not sufficient time for board staff to warn members who have missed one meeting and are finding that they spend a significant amount of time reinstating members. This requirement was added at the inception of Southern 14 when it was difficult to maintain a quorum at meeting. We have not had a quorum issue in many years.

SECTION 6. COMPENSATION/REIMBURSEMENT OF EXPENSES

No member of the Board shall receive compensation for his/her services on the Board. However, Board members may be reimbursed for mileage to and from Board and committee meetings if their employer does not provide mileage reimbursement. Mileage reimbursement will be made at the current federal rate. Per Diem may also be paid to members attending board and committee meetings if food is not provided at such meeting.

SECTION 7. TERMINATION/REMOVAL

- A. Any member may resign from the Board upon written request to the Board Chairperson(s) and the respective CEO. If a member resigns prior to the expiration date of his/her term in office, the vacancy shall be filled by the CEO who appointed the resigning member.
- B. Board member appointments may be revoked by the appointing CEO or by a request from the appointing CEO for a vote of the CEOs and the concurrence of at least 50% (7 votes plus CEO Consortium Chair approval) members of the Consortium of CEOs.
- C. Board membership requirements include regular attendance at meetings of the Board and assigned committees. ~~Any member may be removed (Defacto resignation) from the Board if he/she has (2) two unexcused absences within a twelve (12) month period commencing January 1st of each year.~~ The Executive Committee will review the reasons for the absences and may make a recommendation as to what actions, if any, should be taken.
- D. Should a Board member cease to represent the category to which he/she was appointed to fill on the Board through change in status, or otherwise become disabled, ill or unable to perform his/her duties on the Board, he/she shall be removed upon recommendation of the Executive Committee to the CEOs.
- E. A member may be removed for cause by a majority of members present at an official meeting upon recommendation of the Executive Committee and in conjunction with the CEO(s).

SECTION 8. OTHER CONDITIONS

- A. Former employees of the agency may not serve on the Board of Directors until a period of 18 months has passed. Former employees who have been involuntarily terminated are prohibited from serving on the board.

SECTION 2. SELECTION/NOMINATION

- A. The CEO(s) shall make appointments and reappointments in accordance with the Chief Elected Official Consortium Agreement for Area #26 and criteria established by the State of Illinois.
- B. All representatives of organizations, agencies or other entities serving on the local board shall be individuals with optimum policy making authority within the organizations, agencies or entities they represent, and should represent the diverse geographic areas within the local area.
- C. Business representatives are to be from local businesses and are appointed from among individuals nominated by local business organizations and business trade associations.
- D. Labor representatives are to be nominated by local labor federations or (for a local area in which no employees are represented by such organizations) by other representatives of employees, such as employee organizations and/or the State AFL-CIO.
- E. Representatives of local educational entities providing adult education and literacy activities and institutions of higher education (including representatives of community colleges) are to be nominated by each respective group if there are multiple providers in the local area.
- F. Individuals may nominate themselves if they meet the criteria to nominate and represent the particular business, organization, or program for which they are being nominated.

SECTION 3. TERM LIMITATIONS

Appointments to this board shall be made in accordance with the Chief Elected Official Consortium Agreement. Appointments and reappointments will occur October 1 of each year. Each term of appointment will be three (3) years. Board members shall serve staggered terms. One-third of the board is to be reappointed or replaced annually. Initial terms will be for a one, two, or three-year term to maintain the equal numbers of Board members up of reappointment each year.

Thereafter all appointment and reappointment terms will be for three years.

Nominees are considered board members with full voting rights on the date the CEO Consortium Chair signs and dates the board composition summary form to submit to the state.

Board members will serve until their term of office expires; or their status under which they were appointed changes; or a majority of the CEO(s) agree to revoke their appointments; or the member becomes incapacitated or otherwise unable to complete their term of office; or the member resigns.

When possible, members shall serve until their successors are appointed.

SECTION 4. VACANCIES

Staff to the board shall notify the CEO(s) of a board member vacancy within ninety (90) days of the vacancy in order to ensure a prompt appointment to the vacancy.

Nominations for filling vacancies shall be made in the same manner as was made for the resigning member. Upon appointment, the member shall serve the unexpired term of the member whose vacancy he/she is filling.

SECTION 5. PROXY/ALTERNATE DESIGNEE

Members must be present at meetings to cast a vote and may not vote by proxy/designee.