

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.
MINUTES
MARCH 13, 2018

I. CALL TO ORDER

The March meeting of the Southern 14 Workforce Investment board, Inc. was held on Tuesday March 13, 2018 at the Southeastern Illinois College in Harrisburg IL.

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

II. ROLL CALL

PRESENT

Lori Cox

Brad Cross

Connie Duncan

Jay Edgren

Kevin Fetters

Lawrence Fillingim

Denna Williams

Andrea Hays

Lena Hicks

Trina Warren

Timothy Hocking

Chris Howton

Vickie Mayfield

Ginger McBride

Larry Steward

Penny Valentin

Neil Wagner

Dawn Williams

Beth Wilson

Rick Wilson

Royce Carter

*Wayne Eichorn arrived late

ABSEENT

Les, Hardin

Randall Rushing

Dean Rogan Sr

Bob Wolfe

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Also in attendance: Beth Rister (Regional Office of Education #20), Flo Simpson, (Fairfield-Wayne Co), Doris Martin & Ashley Smith (SDC), Sandy Goldman & Angie Payton (WADI) Pam Barbee & Lyn Stephens (So. 14 LWIB staff)

III. APPROVAL OF AGENDA

Motion carried by voice vote.

IV. APPROVAL OF MINUTES

Following review of the December 12, 2017 meeting minutes, *Chris Howton made a motion to approve the December 2017. Lawrence Fillingim seconded the motion.*

Motion carried by voice vote.

V. ACCEPTANCE OF FINANCIAL REPORTS

Following review of the December 2017, January & February 2018, financial reports as presented. *Tim Hocking made the motion to approve, and Dawn Williams seconded the motion.*

Motion was carried by roll call vote as follow:

Lori Cox (yes), Brad Cross (yes), Connie Duncan (yes), Jay Edgren (yes), Kevin Feters (yes), Lawrence Fillingim (yes), Andre Hays (yes), Lena Hicks (yes), Timothy Hocking (yes), Chris Howton (yes), Vickie Mayfield (yes), Ginger McBride (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Trina Warren (yes), Dawn Williams (yes) Denna Williams (yes), Beth Wilson (yes), Rick Wilson (yes) Royce Carter (yes),

VI. CHAIRMAN COMMENTS

Chairman Carter told the board about the ongoing issues the Board Office was having getting our annual audit completed. He outlined the numerous contacts with Watler Accountants in regards to getting filing extensions to the state and the necessity of having the final audit done so we could submit it to the state by March 31, 2018 deadline.

He mentioned that the new Request or Proposal (RFP) for the PY 17 audit, will go out as soon as we have this audit completed and submitted.

VII. EXECUTIVE DIRECTOR COMMENTS

Executive Director Barbee informed the board about the Honeywell layoffs going to Trade, modifying the Trade grants. PY18 Case Management funds were approved.

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VIII. COMMITTEE REPORTS

Executive Committee: Chair Royce Carter: met with the committee and all the committee chairs, via US mail and email, to review the Executive Directors Evaluation and to make recommendations on the Executive Directors performance. Said recommendations were then forward to the Personnel Committee.

Personnel Committee: Chair Kevin Fetters; made the following motion, from the committee, requesting the board approve:

- A. **Motion:** After reviewing Employee evaluations, all meeting or exceeding expectations the following incentives were recommended: Pam Barbee \$2500, Lyn Stephens \$1500, Rita Steele \$750 (Board staff since July, 2017) and to hold the amount of \$250 to be given to Sheryl Walker upon successful completion of her probation period April 11, 2018

Motion was carried by roll call vote.

Lori Cox (yes), Brad Cross (yes), Connie Duncan (yes), Jay Edgren (yes), Kevin Fetters (yes), Lawrence Fillingim (yes), Andre Hays (yes), Lena Hicks (yes), Timothy Hocking (yes), Chris Howton (yes), Vickie Mayfield (yes), Ginger McBride (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Trina Warren (yes), Dawn Williams (yes) Denna Williams (yes), Beth Wilson (yes), Rick Wilson (yes) Royce Carter (yes)

Oversight Committee: No action taken. Refer to Chairman's comments about the PY16 Audit.

Policy and Planning Committee: Committee chair Ginger McBride; made the following motion, from the committee, requesting the board approve:

Motion:

Part 1, Chair ***Ginger McBride*** from the committee made a motion to approve the revisions to bylaws ***Section #3 (page 6)*** Board Appointments and Reappointments as mandated by DCEO requiring that one-third of the board be appointed/reappointed every year.

Part 2 – to approve the revision to bylaw ***Section 6 letter C*** (page 8) eliminating the language about board members being removed from the board (defacto resignation) for having 2 or more unexcused absences from board meetings within 12 month period beginning January 1st each year. No second required, motion was carried by roll call vote

Lori Cox (yes), Brad Cross (yes), Connie Duncan (yes), Jay Edgren (yes), Kevin Fetters (yes), Lawrence Fillingim (yes), Andre Hays (yes), Lena Hicks (yes), Timothy Hocking (yes), Chris Howton (yes), Vickie Mayfield (yes), Ginger McBride (yes), Larry Steward (yes), Penny Valentine (yes), Neil Wagner (yes), Trina Warren (yes), Dawn Williams (yes) Denna Williams (yes), Beth Wilson (yes), Rick Wilson (yes) Royce Carter (yes)

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IX. OTHER BUSINESS:

Chairman Carter acknowledge Doris Martin on her pending retirement. On behalf of the Board, he thanked for her many years of service and dedication working for Shawnee Development Council, Inc. and with Southern 14 workforce Investment Board. Inc.

X. ADJOURNMENT:

Les Hardin made a motion and was seconded by Kevin Fetters to adjourn the meeting. Meeting adjourned at 8:00 p.m.

Minutes Approved by _____ **Date** _____