

So. 14 LWIB, Inc.

Volume 1, Issue 4

April 2012

MARK YOUR CALENDARS

CEO/BOARD TRAINING

TRAINER:

DEB WALDROP DCEO

PLACE:

ILLINOIS WORKNET CENTER - HARRISBURG

WHEN:

TUESDAY MAY 8, 2012

TIME: 4P.M.

LIGHT MEAL WILL BE SERVED

PLEASE CONTACT THE OFFICE AT

618-382-5024 OR [BOFFICE@SO14LWIB.COM](mailto:boffice@so14lwib.com)

Board Staff

Pam Barbee, Chief Financial Officer pbarbee@so14lwib.com

Kim Jacobs, Monitor kjacobs@so14lwib.com

Tiffany Collins, Planner / EEO Officer tcollins@so14lwib.com

216 Industrial Avenue, Suite C

PO Box 186

Carmi, IL 62821

Phone: 618-382-5024 | Fax 618-382-7038

Office email: boffice@so14lwib.com

Website www.so14lwib.com

Board Report - Expenditure Journal

March 2012

<u>Date</u>	<u>Description</u>	<u>GL Title</u>	<u>Expenditures</u>
3/8/2012	Consumers Gas Co - March 2012 Rent & Utilities	Rent & Utilities	600.00
3/8/2012	T & I - Copy Maintenance	Office Expense	105.28
3/8/2012	Wayne County Press	Advertising	72.50
3/9/2012	Pam Barbee - Pay Period 2/27 - 3/9/12	Wages	1,366.51
3/9/2012	Kim Jacobs - Pay Period 2/27/12 - 3/09/12	Wages	1,187.95
3/9/2012	Tiffany Collins - Pay Period 2/27/12 - 3/09/12	Wages	1,086.54
3/16/2012	Denton Aud -Travel & Per Diem	Board Travel	49.22
3/16/2012	Cindy Crummley -Per Diem	Board Travel	15.00
3/16/2012	J. Darden - Travel & Per Diem	Board Travel	72.12
3/16/2012	B. Hampton-Travel & Per Diem	Board Travel	25.20
3/16/2012	L. Hardin - Travel & Per Diem	Board Travel	51.11
3/16/2012	B. Jackson - Travel & Per Diem	Board Travel	69.67
3/16/2012	P. Jackson - Per Diem	Board Per Diem	15.00
3/16/2012	C. McMullen - Travel & Per Diem	Board Travel	66.00
3/16/2012	Joni Millman - Travel & Per Diem	Board Travel	96.60
3/16/2012	T. Neely - Travel & Per Diem	Board Travel	17.04
3/16/2012	K. Pettijohn - Per Diem	Board Per Diem	15.00
3/16/2012	D. Rogan - Travel & Per Diem	Board Travel	83.14
3/16/2012	R. Rushing - Travel & Per Diem	Board Travel	60.90
3/16/2012	K. Weiss - Travel & Per Diem	Board Travel	37.29
3/16/2012	D. Williams - Travel & Per Diem	Board Travel	50.70
3/16/2012	M. Woley-Travel & Per Diem	Board Travel	44.58
3/16/2012	P. Barbee - Travel	GR Travel	191.15
3/16/2012	Tiffany Collins - Travel	GR Travel	188.26
3/22/2012	Wal-Mart - Board Meeting Refreshments	Meeting Expense	38.05
3/22/2012	Kim Jacobs - Payroll 3/12 - 3/23/12	Wages	1,187.95
3/22/2012	Pam Barbee - Pay Period 3/12 - 3/23/12	Wages	1,366.51
3/22/2012	Tiffany Collins - Payroll - 3/12/ - 3/23/12	Wages	1,086.54
3/23/2012	Kim Jacobs - Travel	GR Travel	80.78
3/29/2012	PY10 MOU - WIA -HARRISBURG WORKNET CENTER	workNet Center Costs	7,951.36
3/29/2012	PY11 MOU - WIA -HARRISBURG WORKNET CENTER	workNet Center Costs	29,186.87

Report Total

\$46,464.82

Notes from the Office.....

The Southern 14 board continues to maintain its business majority with 19 members from the private sector and 18 members from the public sector. However, we still do not have any public sector representation from Alexander or Gallatin counties and are in need of one more private sector member from Edwards, Pulaski, Saline, and Wabash counties. Please let us know if you know if anyone who might be interested in serving with us.

Our recent programmatic monitoring had a least one positive result, it highlighted some of the areas in which staff could benefit from some additional training and April appears to be the month of those opportunities for staff in our area.

Jim Potts will be conducting a day long case management training for our front line service provider staff on April 26 at the Harrisburg WorkNet Center. He will be focusing on some of our weakness discovered in the monitoring and helping us to better communicate with our case notes. This training will be geared to our experienced staff, as more of a refresher course rather than a new training.

Tiffany will be meeting one-on-one with DCEO's grant planning staff, as well as performance staff to learn more about the grant application process and performance standards and goals. Her training too will be geared more to her experience and to issues specific to our area.

We have received the preliminary PY12 Allocations for our formula funds.

	PY11 Allocation	PY12 Allocation	Increase (Decrease)
Youth	451,898	378,268	(73,630)
Adult	395,936	367,654	(28,283)
Dislocated Worker	232,331	282,355	50,025
Board Office Budget	120,018	114,253	(5,765)
Total Funds	\$1,200,183	\$1,142,530	\$(57,653)

The funding has yet again been reduced from last year's allocation, but the reduction was less than previously expected.

To update the 40% training percentage - as of February 29, 2012, we expended 36% in adult and 51% in dislocated worker on direct training. The individual percentage of direct training are: WADI, adult 26% & dislocated worker 22% - MID 5, adult 22% & dislocated worker 25% - SDC, adult 56% & dislocated worker 86%. All three providers indicated that the training percentages should be higher with the March numbers because the majority of the spring tuition was paid in that month. WADI estimates that they will meet the training percentage in both funding streams, but Mid 5 will most likely fall short of the minimum in both categories.

In the final programmatic monitoring letter, the costs associated with Mid 5's trade customer (\$7,800) were disallowed as a trade expense by DCEO, due to the dates recorded on the application form, and as a result of this ruling those expenses were moved to WIA allocated dislocated funding . Shawnee Development Council has agreed to transfer the funds necessary to cover this unplanned expense to Mid 5.

Notes from the Office.....(continued)

Additionally, we have asked each of the service providers to review their trade files to ensure that dates are correctly recorded as well as, remind staff to use extra diligent when dating forms.

With our funding continuing to be reduced, and the ever evolving changes in policy by the Federal Department of Labor and the State Department of Commerce and Economic Opportunity, DCEO will be conducting training for Board Members, Chief Elected Officials and their designees on May 8, 2012 at the Illinois WorkNet Center in Harrisburg. All of the details are in the process of being worked out, but we anticipate that the presentation will be beginning at 4:00 p.m. The topic of the training will be CEO and Board Member responsibly, with the information specifically applicable to our board and presented by front line DCEO staff. DCEO's intent is to gear the presentation to the long time board members and CEOs, as well as the newer board members and CEOs.

We will be serving a light meal, most likely barbeque pork and/or chicken, so please let the board office know of your plans and if you have any special dietary needs by April 10th.

One last item, at our last service provider meeting Chairman Howton discussed with the providers ways to more clearly inform the board of their activities. We would like for each reader to better understand the work that our program accomplishes and the lives that we touch. To accomplish this Tiffany and the service providers are working on redesigning the reports that you are accustomed to seeing. They hope to have the first changes in the May newsletter.

Please continue to let us know if you have any suggestions about our monthly news letter. It is our goal to make it as informative as possible, without over whelming the reader with information.

Pamela Barbee, Chief Financial Officer

Southern 14 Workforce Investment Board, Inc. PY11 Admin. Budget

LINE ITEMS	APPROVED PY11 ADMIN BUDGET (7/1/10 THRU 6/30/2011)	PY11 EXPENDITURES 3/31/2012	Available Budget	% of Budget Expended
SALARIES & BENEFITS	192,344	129,869	62,475	68%
RENT /UTILITIES / PHONE	10,200	4,898	5,302	48%
OFFICE	16,232	13,950	2,282	86%
BOARD TRAVEL / TRAINING	8,879	6,728	2,151	76%
GR. STAFF TRAVEL / TRAINING	7,987	4,702	3,286	59%
OTHER (Legal and Accounting)	6,050	6,050	0	100%
ADVERTISING / MARKETING	700	690	10	99%
EQUIPMENT	0	0	0	
MISCELLANEOUS	2,515	880	1,635	35%
EO OBLIGATIONS	267	193		72%
LICENSES & TAXES	30	15		50%
HIGH SPEED INTERNET	900	662		74%
MISCELLANEOUS	1,318	10		1%
IL WorkNet Center	30,761	45,736	(14,975)	149%
TOTAL	275,668	213,501	62,167	

Approved July 12, 2011

*** WorkNet Center budget for PY11 was based on cost of centers for PY10 plus 10%. The actual WIA cost of the centers was over the amount budgeted due to unforeseen PY10 expenditures associated with the Harrisburg Center.

Service Provider Reports for March 2012

TITLE 1-B SERVICES PROVIDED

	Self Assessed Core Services	Assisted Core Services	Intensive Services	Training Services	In-School Youth	Out-Of-School Youth	Employers Assisted
Enfield Center	455	94	94	83	31	6	0
Harrisburg Center	1,821	40	40	40	48	6	6
Cairo Center	310	120	120	118	46	13	15
WIA #26 Total	2,596	254	254	241	125	25	21

TITLE 1-B DEMOGRAPHICS

(DOES NOT INCLUDE SELF ASSESSED SERVICES)

	Male	Female	White	Black	Hispanic	Asian/Pacific Islander	American Indiana	Individuals w/ Disabilities
Enfield Center	58	73	131	0	0	0	0	20
Harrisburg Center	49	45	90	4	0	0	0	34
Cairo Center	59	120	146	31	2	0	0	50
WIA #26 Total	166	238	367	35	2	0	0	104

TITLE 1-B EXPENDITURES PY'11

JULY 1, 2011 THROUGH MARCH 31, 2012

	Adult	Dislocated Worker	In-School Youth	Out-of-School Youth
WADI FUNDS				
PY11 Funds Available	\$113,963.00	\$66,872.00	\$81,278.00	\$41,869.00
Spent	\$65,735.51	\$40,824.95	\$29,620.85	\$16,481.17
Accrued	\$4,190.37	\$2,892.40	\$1,364.96	\$150.57
Remaining	\$44,037.12	\$23,154.65	\$50,292.19	\$25,237.26
MID-5 FUNDS				
PY11 Funds Available	\$123,429.00	\$72,427.00	\$102,676.00	\$52,893.00
Spent	\$24,902.72	\$24,566.22	\$47,537.04	\$24,550.81
Accrued	\$26,456.51	\$18,716.11	\$16,693.41	\$12,559.81
Remaining	\$72,069.77	\$29,144.67	\$38,445.55	\$15,782.38
SDC FUNDS				
PY11 Funds Available	\$158,545.00	\$93,032.00	\$114,303.00	\$58,883.00
Spent	\$39,615.02	\$67,945.79	\$26,234.93	\$19,099.41
Accrued	\$5,000.00	\$2,500.00	\$3,065.00	\$1,000.00
Remaining	\$113,929.98	\$22,586.21	\$85,003.07	\$38,783.59
WIA #26 FUNDS				
PY11 Funds Available	\$395,937.00	\$232,331.00	\$298,257.00	\$153,645.00
Spent	\$130,253.25	\$133,336.96	\$103,392.82	\$60,131.39
Accrued	\$35,646.88	\$24,108.51	\$21,123.37	\$13,710.38
Remaining	\$230,036.87	\$74,885.53	\$173,740.81	\$79,803.23

Service Provider Narratives - March 2012

Mid 5 Employment & Training, Inc.

Title 1A - Adults:

Case managers are gathering information on enrolled and exited customers, such as case notes, and exit and follow-up information to keep files updated. There were no new enrollments for this month.

Title 1Y-Younger Youth:

Case managers are gathering information on enrolled and exited customers, such as case notes, and exit and follow-up information to keep files updated. There were no new enrollments for this month.

Title 1Y-Older Youth:

Case managers are gathering information on enrolled and exited customers, such as case notes, and exit and follow-up information to keep files updated. There were no new enrollments for this month.

Title 1D-Dislocated Workers:

Case managers are gathering information on enrolled and exited customers, such as case notes, and exit and follow-up information to keep files updated. There were no new enrollments for this month.

TAA and TGAAA:

Case managers are gathering information on enrolled and exited customers, such as case notes, and exit and follow-up information to keep files updated. There were no new enrollments for this month.

Special Projects:

There are none at the present time.

Shawnee Development Council, Inc.

Out of School Youth:

We have been exiting customers and working on follow-up. We are placing some participants in work experience.

In-School Youth:

We are working on follow-up and are placing participants into work sites. We have been visiting the area schools and working to secure additional participants and identify those in need of tutoring. We have enrolled new participants and negotiated new worksites.

Adults & Dislocated Workers:

We are doing follow-up. We made a limited number of new enrollments in the adult program for spring semester.

Illinois workNet Center - Cairo:

22 customers during the month of March.

Resource Room: 20

I.D.E.S: 2

Satellite Offices:

W.I.A. 5

Partners Assisting, WIA, CSBG, Title V

Wabash Area Development, Inc.

In the month of March our offices received:

Telephone Inquiries: 13

Walk-ins: 1

Referrals: 0

Result of those Inquires:

Self-Assessed Core Only: 4

Referred to other agency: 0

Appointments Made: 12

Results of those appointments:

Paperwork in progress: 2

Enrolled in Training: 3

Over income: 0

No Shows for appointment: 1

Appointments cancelled: 1

Illinois workNet Centers Walk-in Customers:

Enfield: 14 persons filed Unemployment claims

0 persons registered for Job Link

0 persons using computer for other services

Satellite Offices:

1 person filed Unemployment Claims on-line

0 persons registered on Job Link

9 persons using computer for other services

TAA Clients:

Hella Electronics: 3 enrolled in Training

North American Lighting:

1 enrolled in Training

Airtex Products: 7 enrolled in Training

Champion Labs: 3 on Waiver

In March we had 15 people file for unemployment at the Enfield location. We have currently enrolled 2 new In-School Youth and are taking applications on 12 more. We are in the process of taking 11 application for the Adult, Dislocated Worker and Out-of-School Youth Program. We are doing follow-ups on clients that have completed training and are also exiting a few clients that have gained employment.

We currently have In-School Youth working at:

1. Grayville High School
2. Fairfield Hometown IGA
3. Fairfield High School Bus Barn
4. Jim's Custom Auto
5. Wayne Co. Golf Course

Daniel Arnold

Illinois workNet Center - Enfield
Case Manager: Sharon Parks

Recently, the Wabash Area Development's WIA Program paid the tuition cost for Daniel Arnold from Edwards County to take a "757" Flight Program course in Las Vegas after being laid-off from flying small cargo planes. He wanted to further his education by upgrading his flying skills to be able to fly the bigger planes. After all the paperwork was finished away he went. Within two months he had completed his training with flying colors.

Now he had the task of trying to decide which job he was going to take. He had six different companies that wanted to hire him. He finally made the big decision to go with the Qatar Airlines in Qatar, Arabia. He will be starting at the end of January and making \$235,000 a year, he gets a new home at no cost to him, all utilities and food included and a car to drive when he is on land. This is definitely a success story. We wish our customer all the best in his future.

If just shows how the WIA Program can work for the person who wants to better themselves through education and hard work when they don't have the financing themselves.

Karrie Jones

Illinois workNet Center - Harrisburg
Case Manager: Valerie Potter

Karrie Jones applied for assistance in August 2005 to attend her local college. She had previously received her Practical Nursing Certificate in July of 2006 and also had been accepted in to the Associate Degree in Nursing program, which she had two semesters left to complete. Karrie was working part time as a waitress while her husband was working full time. The family had to rely on assistance from the Department of Human Services for medical care, through Kid Care for their two small children.

While attending college, Karrie was helped with tuition, fees, books, supplies, transportation and childcare. Karrie never asked for extra assistance while attending the program.

Karrie received her Associates in Applied Science Degree in May 2006. In June 2006 Karrie found employment as a Registered Nurse at a medical center. She is now working full time and feels she is not self sufficient. In spite of being a parent of two small children, working a part time job and being a full time student Karrie had the determination and dedication to complete her career goal of becoming a registered nurse.

She feels if it wasn't for the assistance she received through WIA she would not have been able to return to school and become a registered nurse. She is grateful for the program that helped make her career dreams come true!.

Ms. Charley Sands

Illinois workNet Center - Cairo
Case Manager: Tiana Reeves

Nursing student Charley Sands is a divorced mother with college age sons living at home. Charley came to the Illinois workNet Center - Cairo to apply for WIA assistance for her nursing classes at Shawnee Community College.

Ms. Sands is a retired Staff Sergeant who served in the United States Army for almost eighteen years. The Desert Storm veteran retires in 1995 with a partial military disability. Being an active person, Charley grew tired of sitting at home and decided to embark on a new career. Her Army training as a medical specialist made nursing a natural choice. She completed her pre-requisite training and nursing entrance exams and was accepted into the nursing program.

While attending her classes her older son and daughter-in-law, also military personnel, were both deployed. With her son in Iraq and his wife in California, Charley was left with the responsibility of caring for her two granddaughters, 2 and 3 years of age for approximately six months. Combining childcare, class work and clinical rotations was a great responsibility, but she managed.

Charley completed her LPN classes and has been accepted in the Associate Degree Nursing program.

April, 2012

GOOD JOB NEWS FOR INFORMATION TECHNOLOGY PROFESSIONALS

In this issue

[Good Job News for IT Pros](#)

[Illinois Pathways:
Information Technology](#)

[Are You Getting the Inside
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GOOD JOB NEWS FOR IT PROS



There is encouraging employment news in the area of information technology. February 2012 reports from the Bureau of Labor Statistics (BLS) show the IT market has recovered from the recession.

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Coming up for May.....

- ✚ Admin Budget
- ✚ April Expenditure Report
- ✚ Service Provider Reports
- ✚ More Success Stories

Give us your ideas.....



What would you like to see
in your newsletter?

THE SHREDDER

A young engineer was leaving the office at 5:45 p.m. when he found the CEO standing in front of a shredder with a piece of paper in his hand.

"Listen," said the CEO, "this is a very sensitive and important document, and my secretary is not here. Can you make this thing work?"

"Certainly," said the young engineer. He turned on the machine, inserted the paper, and pressed the start button.

"Excellent, excellent!" said the CEO as his paper disappeared inside the machine, "I just need one copy."

Lesson: Never, never, ever assume that your boss knows what he's doing.



So. 14 LWIB, Inc.
PO Box 186
Carmi, IL 62821



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