

So. 14 LWIB, Inc.

Volume 1, Issue 6

June 2012

June Board Meeting

Tuesday, June 12, 2012

7:00 p.m.

Illinois workNet Center in Harrisburg

1701 North Commercial,-Arrowhead Point *NEW ADDRESS

Harrisburg, IL

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF MINUTES
(March, 2012)
- IV. ACCEPTANCE OF FINANCIAL REPORTS
(March-April-May 2012)
- V. CHAIRMAN COMMENTS
- VI. CHIEF FINANCIAL OFFICER COMMENTS
- VII. SERVICE PROVIDER REPORTS (1) WADI (2) MID-5 (3) SDC
- VIII. COMMITTEE REPORTS
 - A) Executive
 - PY 12 Allocation
 - PY11 Modification
 - CFO Evaluation
 - B) Personnel
 - Revision of Personnel Policy
 - Personnel Action
 - C) Program Certification/Finance
 - PY 12 Admin Budget
- IX. OTHER BUSINESS
- X. PUBLIC COMMENTS
- XI. ADJOURNMENT

SOUTHERN 14 WORKFORCE INVESTMENT BOARD, INC.

MINUTES

March 13, 2012

I. CALL TO ORDER

The March meeting of the Southern 14 Workforce Investment Board, Inc. was held on Tuesday, March 13, 2012 at the Illinois workNet Center in Harrisburg, IL.

Chairman Chris Howton, called the meeting to order at 7:00 p.m.

II. ROLL CALL

Members Present:

Denton Aud
Roger Boma
Cindy Crummley
James Darden
Bryce Hampton
Les Hardin
Myra Hillyard
Chris Howton
Bill Jackson
Pat Jackson
Chet McMullen
Joni Millman
Tabitha Neely
Ken Pettijohn
Dean Rogan, Sr.
Randall Rushing
Pat Sawyer
Larry Steward
Cheryl Vanderford
Karen Weiss
Dawn Williams
Mike Woley

Members Absent:

Mark Aly
Royce Carter
Lori Cox
Jack Dunker
Wayne Eichorn
Kevin Fetters
Lawrence Fillingim
David C. Floyd
Sara Mann
Jonah Rice
Claude Sadler
Gary Stuessel
Penny Valentine
Bob Wolfe

Also attending were: Sandy Goldman (WADI), Doris Martin (SDC), and Beth Darden.

III. APPROVAL OF MINUTES

Following review of the December 13, 2011 minutes ***a motion was made by James Darden and seconded by Les Hardin to approve the December minutes.*** Motion carried by voice vote.

IV. ACCEPTANCE OF FINANCIAL REPORT

Following review of the December 2011, January 2012 and February 2012 financial reports ***a motion was made by Ken Pettijohn and seconded by Les Hardin to accept the December 2011, January 2012 and February 2012 financial reports as presented.*** Motion carried by roll call vote as follows:

Denton Aud, yes; Roger Boma, yes; Cindy Crummley, yes; James Darden, yes; Bryce Hampton, yes; Les Hardin, yes; Myra Hillyard, yes; Bill Jackson, yes; Pat Jackson, yes; Chet McMullen, yes; Joni Millman, yes; Tabitha Neely, yes; Ken Pettijohn, yes; Dean Rogan, Sr., yes; Randall Rushing, yes; Patricia Sawyer, yes; Larry Steward, yes; Brandon Thomason, yes; Cheryl Vanderford, yes; Dawn Williams, yes; Mike Woley, yes.

V. CHAIRMAN COMMENTS

Chairman Howton introduced new members Myra Hillyard, representing DHS-TANF, Cindy Crummley, representing Title V-Older Americans, and Brandon Thomason, representing Business for Wayne County.

Chairman Howton also brought before the board a recommendation to change the following committee chairs: Program Certification - Randall Rushing; Personnel - Karen Weiss

Motion was made by Chet McMullen to change the Program Certification Committee Chair to Randall Rushing and the Personnel Committee Chair to Karen Weiss, motion seconded by Ken Pettijohn. Motion carried by voice vote.

VI. CHIEF FINANCIAL OFFICER COMMENTS

Pam Barbee informed the board that her comments were included in the March newsletter, and asked members if they had any questions or comments.

VII. SERVICE PROVIDER REPORTS

Service Provider reports were given by Sandy Goldman (WADI), Roger Boma (Mid-5) and Doris Martin (SDC). Chairman Howton request from Service Providers that in future reports Training Programs and Training Providers be named, number of their clients in those programs, and how many clients they have enrolled in and out of area.

VIII. COMMITTEE REPORTS

Program Certification/Finance: Committee Chairman Chris Howton informed the board that the committee met prior to this meeting to discuss the recertification of the following training programs:

Motion made by Randall Rushing to accept programs for recertification as presented. Cape Girardeau Area Vocational-Technical School (Practical Nursing 1 Yr Day Program and Practical Nursing 2 Yr Evening Program), McKendree University (Business Administration Program), John A. Logan College (Pharmacy Technician Program). Motion seconded by Larry Steward. Motion carried by voice vote.

IX. OTHER BUSINESS

None

VIII. PUBLIC COMMENTS

None

IX. ADJOURNMENT

A motion was made by Ken Pettijohn and seconded by Dean Rogan, Sr. to adjourn meeting. Meeting adjourned at 7:40 p.m.

Minutes approved by _____ Date _____

I would like to encourage each of you to attend our upcoming board meeting. In your mail out this month you should find the admin office budget for the period of 7/1/2012 to 6/30/2013 (PY12), as well as a few proposed personnel actions. Each of the committee's involved have met and will be bring their recommendations to the full board for approval. As funds continue to decrease we are faced with some hard decisions and your participation and input is key to arriving at workable solutions.

With the move from monthly meetings to quarterly meeting, our bylaws were up dated to reflect the changes. One of these changes was the "absence from two (2) scheduled meetings of the full board of WIB #26 within a twelve (12) month period commencing December 1st of each year shall constitute a de facto resignation of the WIB #26 member." At the end of May 2012 the following members have missed one meeting - Kevin Fetters, Lawrence Fillingim, David Floyd, Sarah Mann, Jonah Rice, Claude Sadler, Penny Valentine, Royce Carter, Lori Cox, Jack Dunker, Wayne Eichorn, Gary Stuessel, and Bob Wolf.

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.

The board office will be relocating after the first of July. We have been offered a significantly smaller suite of offices on the second floor of the White County Farm Bureau building located at 302 East Robinson Street in Carmi. This move will result in a 50% savings in the cost of our rent, as we pay \$600 per month (including utilities) at our present location and the new location will be at a cost of \$300 per month (including utilities & janitorial).

The DCEO fiscal monitor will be at our office the week of June 18 to monitor our records for the period of January 1, 2011 thru March 31, 2012. One of the items that they review is our compliance with the regulation of no more than 3 days cash on hand. In this review the monitors chose to check the months of January, February, and March, unfortunately we had excess cash (4.9 days, 3.6 days & 13.4 days) in each of the chosen months, so I anticipate a finding for this non-compliance item.

As an area we are still falling below our 40% training minimum.
After the April 2012 expenses were entered in GRS the percentages are:

WADI - Direct training for the adult funding stream 32%
Direct training for the dislocated worker funding stream 27%

Mid 5 - Direct training for the adult funding stream 21%
Direct training for the dislocated worker funding stream 32%

SDC - Direct training for the adult funding stream 39%
Direct training for the dislocated worker funding stream 80%

AREA - Direct training for the adult funding stream 30%
Direct training for the dislocated worker funding stream 49%

We held a service provider meeting via conference call to discuss our impending shortfall. Being 10% below the minimum with only two months remaining it is unlikely that we will meet this goal, but each of the service providers are working on ways to improve this number for this fiscal year and ensure that the training minimum is met or even exceeded for PY12.

Once again it is time for the annual MOU negotiations for each of our Illinois WorkNet Centers. The plan was due to DCEO, May 31, 2012, but we have obtained an extension as we are waiting on approval signatures from the Illinois Department of Employment Security, the Job Corps, and the Migrant Council.

Last month I reported the possibility of a joint venture with Area 25 thru a 1E grant to aid in the cleanup and restoration of disaster damaged public areas. These funds are available to employee dislocated workers and come with a component to offer these individuals all of the WIA allowable services (training, supportive services, OJT etc...) after they have completed their work experience. Area 25 would continue to administer the work experience portion of the grant - provider the payments to the workers, be the employer of record, provider the liability and workers comp, but would like to sub contract with Southern 14, and then we in turn would sub-contract with Mid 5, to provide the WIA services - eligibility, training, case management, etc.... This would be the services that we would provide to any other dislocated worker. Area 25 is still in the draft stage with DCEO, but it appears that we will be able to contract with Mid 5 for training (approximately \$40,000), as well as \$12,500 of job search staff costs. At the present time, Area 25 has 17 participants in work experience, with a goal of 40 participants by end of the project.

The Federal Department of Labor Veterans' Employment and Training Service is offering a grant competition under the Veterans' Workforce Investment Program in Program Year 2012. This will assist eligible veterans by providing employment, training, and support services with an emphasis on implementing innovative approaches that increase the number of veteran participants who complete industry-recognized training programs and who receive occupational credentials and certifications to improve their overall competitiveness in the civilian workforce.

The total funding available for this solicitation is up to \$12.8 million. It is anticipated that approximately ten to eleven three year awards will be made. Awards are expected to range from a minimum of \$750,000 to a maximum of \$1,250,000. Begins between July 1, 2012 and August 1, 2012, and extending through June 30, 2015. The 1st two months, August 1 through September 30, 2012 will be considered the start-up period.

Tiffany has been working closely with Mid 5 and WADI to develop our proposal and application. They are waiting for some funding clarifications, specifically how the grant treats the payment staff that provides direct case management. The grant allows for a 10% of actual expenditures, line item for administrative expenses, but it is not clear if the expectation is that case management is to come from that line as well. If no additional funds are available for these case management staff, it does not appear that the 10% would be enough to provide adequate services to our clients.

On a regional informational note - I recently attended a human capital roundtable discussion hosted by the Illinois Department of Transportation. This discussion was to kick off their Long Range State Transportation Plan, which sets forth policies and goals that will guide the development of the state transportation system and identify issues and key needs for the state transportation system over the next twenty years. This master plan includes plans for not only highways, but also waterways, aeronautics, mass transportation and railroad systems. IDOT plans to seek public comment through early September as they develop their Plan. More information can be found at www.IllinoisTransportationPlan.org or at www.dot.il.gov

Nationally, in a media advisory sent out by IWP,

On **Thursday, June 7 at 10:00 a.m.**, the U.S. House Committee on Education and the Workforce, chaired by Rep. John Kline (R-MN), will hold a markup of the **Workforce Investment Improvement Act of 2012 (H.R. 4297)**. The markup will take place in room 2175 of the Rayburn House Office Building.

According to the Department of Labor, nearly 13 million Americans are unemployed despite 3.7 million job openings nationwide, indicating the outdated federal workforce development system is failing to provide the training and assistance job seekers need.

The problems in the system haven't gone unnoticed. A *Wall Street Journal* editorial recently [noted](#) "a federal job training program that puts people back to work is hard to find." Even President Obama has [called on Congress](#) to cut through the "maze of confusing [job] training programs" that is crippling workers' ability to gain the skills employers need.

Since the start of the 112th Congress, the House Education and the Workforce Committee has held a series of hearings to examine the challenges facing the workforce development system. In response, Representatives Virginia Foxx (R-NC), Howard "Buck" McKeon (R-CA), and Joe Heck (R-NV) introduced the [Workforce Investment Improvement Act of 2012](#) to strengthen job training and employment assistance for workers and reauthorize the Workforce Investment Act of 1998.

The commonsense proposals included in H.R. 4297 will revamp the current ineffective workforce development system by:

- Enhancing the ability of local leaders to respond quickly to employers' and workers' needs by eliminating dozens of ineffective programs and establishing a single, flexible Workforce Investment Fund;
- Improving access to employment and training services in remote areas;
- Strengthening the role of employers in state and local workforce development systems by requiring a two-thirds business majority on both workforce investment boards;
- Enabling workers to gain immediate access to the education and skills necessary to fill in-demand jobs; and
- Ensuring workforce training programs are tailored to the job opportunities available in the local community.

To learn more about this markup, visit www.edworkforce.house.gov/markups.

Just a reminder as of April 17, 2012 the GSA has increased the mileage reimbursement rate to .555 cents per mile.

Once year DCEO requires us to verify each board members travel, so if you have not already done so please include your complete departure address as well as your return address.

Also since this is the last month of the fiscal year please get any outstanding travel to Kim so that we can get entered in to the current fiscal year's expenses.

Another year has almost past. I look forward to the challenges that the new fiscal year may bring. We are continuing to make change in the service provider report section of the newsletter please let us know what you think of the changes and if you have any suggestions or additional information that you would like to see reported or if you have any questions or concerns.

Pamela Barbee, Chief Financial Officer

Board Report - Expenditure Journal

May 2012

<u>Date</u>	<u>Description</u>	<u>GL Title</u>	<u>Expenditures</u>
5/4/2012	Consumers Gas Co - May 2012 Rent & Utilities	RENT & UTILITIES	600.00
5/4/2012	Repperts Warehouse	OFFICE EXPENSE	8.62
5/4/2012	T & I - Copy Maint.	OFFICE EXPENSE	49.33
5/4/2012	Enfield Illinois workNet Center Costs for 3rd Qtr. PY 11	Worknet Center Costs	808.23
5/4/2012	Pam Barbee - Pay Period 4.23.12 - 5.04.12	WAGES	1,366.51
5/4/2012	Tiffany Collins - Payroll - 4.23.12 - 5.04.12	WAGES	1,086.54
5/4/2012	Kim Jacobs - Pay Period 4.23.12 - 5.04.12	WAGES	1,187.95
5/8/2012	Kay's Printing Invoice No. 20902	OFFICE EXPENSE	69.11
5/8/2012	Yesterday's - Catering	Meeting & Committee Expense	157.60
5/8/2012	PY 11 MOU - IDES	WorkNet Center Costs	2,026.30
5/8/2012	PY11 MOU - IDES	WorkNet Center Costs	461.00
5/8/2012	PY11 MOU - IDES	WorkNet Center Costs	2,371.97
5/9/2012	R. Carter - Travel	BOARD TRAVEL	66.60
5/9/2012	Lori Cox - Travel	BOARD TRAVEL	7.77
5/9/2012	Kevin Fetters - Travel	BOARD TRAVEL	47.73
5/9/2012	L. Fillingim - Travel	BOARD TRAVEL	22.20
5/9/2012	C. Howton Travel	BOARD TRAVEL	36.63
5/9/2012	B. Jackson - Travel	BOARD TRAVEL	59.51
5/9/2012	D. Millman - Travel	BOARD TRAVEL	77.00
5/9/2012	J. Rice - Travel	BOARD TRAVEL	28.14
5/9/2012	R. Rushing - Travel	BOARD TRAVEL	49.50
5/9/2012	K. Weiss - Travel	BOARD TRAVEL	24.26
5/9/2012	D. Williams - Travel	BOARD TRAVEL	38.85
5/9/2012	B. Wolfe - Travel	BOARD TRAVEL	39.83
5/9/2012	Kim Jacobs - Travel	GR TRAVEL	128.12
5/9/2012	Tiffany Collins - Travel	GR TRAVEL	333.49
5/18/2012	Hardin County Independent - Public Notice	ADVERTISING	23.00
5/18/2012	Health Alliance - Employee Health Insurance	EMPLOYEE HEALTH INSURANCE	1,254.00
5/18/2012	Kim Jacobs - Pay Period 5/07/12-5/18/12	WAGES	1,187.95
5/18/2012	Pam Barbee - Pay Period 5/07/12-5/18/12	WAGES	1,366.51
5/18/2012	Tiffany Collins - Payroll - 5/07/12-5/18/12	WAGES	1,086.54
5/18/2012	Tiffany Collins - Travel	GR TRAVEL	60.07
5/25/2012	P. Barbee - Travel	GR TRAVEL	424.79
5/25/2012	Advertinet - Web Maint.	OFFICE EXPENSE	42.95
5/25/2012	Frontier - Telephone & Internet	TELEPHONE	221.45
5/25/2012	Humana-Employee Life Insurance	EMPLOYEE HEALTH INSURANCE	16.50
5/25/2012	Staples - Office Supplies	OFFICE EXPENSE	270.60
5/25/2012	USPS- Stamps	POSTAGE	45.00
5/25/2012	The Vienna Times - Public Notice	ADVERTISING	57.95
5/25/2012	Wal-Mart - Board Meeting Refreshments	Meeting & Committee Expense	93.75
5/31/2012	Consumers Gas Co. - June 2012 Rent & Utilities	RENT & UTILITIES	<u>600.00</u>
	Report Total		17,903.85

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

LINE ITEMS	APPROVED PY11 ADMIN BUDGET (7/1/10 THRU 6/30/2011)	PY11 EXPENDITURES 5/30/2012	Available Budget	% of Budget Expended
SALARIES & BENEFITS	192,344	148,652	43,692	77%
RENT /UTILITIES / PHONE	10,200	6,890	3,310	68%
OFFICE	16,232	7,406	8,826	46%
BOARD TRAVEL / TRAINING	8,879	6,398	2,481	72%
GR. STAFF TRAVEL / TRAINING	7,987	6,574	1,413	82%
OTHER (Legal and Accounting)	6,050	6,689	(639)	111%
ADVERTISING / MARKETING	700	771	(71)	110%
EQUIPMENT	0	0	0	
MISCELLANEOUS	2,515	895	1,620	36%
EO OBLIGATIONS	267	193		72%
LICENSES & TAXES	30	15		50%
HIGH SPEED INTERNET	900	677		75%
MISCELLANEOUS	1,318	10		1%
IL WorkNet Center	30,761	42,676	(11,915)	139%
TOTAL	275,668	226,951	48,717	

Approved July 12, 2011

Service Provider Reports for May 2012

Title 1 - B Expenditures PY' 11

July 1, 2011 through May 31, 2012

Program year July 1, 2011 - June 30, 2012

Contract Period July 1, 2011 - June 30, 2013

	Adult	Dislocated Worker	In-School Youth	Out-of-School Youth
PY - 11 Funds Available	126,606.00	75,581.00	81,278.00	41,869.00
Wabash Area Development				
PY - 11 funds				
Spent	87,817.98	50,842.18	45,013.24	25,680.26
PY - 11 funds				
Accrued	6,977.50	4,394.10	3,038.00	3,766
Funds Remaining	31,810.52	20,344.72	33,226.76	12,422.74
PY - 11 Funds Available	137,124.00	81,859.00	102,676.00	52,893.00
Mid - 5				
Employment				
PY - 11 funds				
Spent	71,604.24	53,759.35	64,614.14	32,701.91
PY - 11 funds				
Accrued	19,287.07	7,875.59	2,420.96	4,817.90
Funds Remaining	46,232.69	20,224.06	35,640.90	15,373.19
PY - 11 Funds Available	158,545.00	122,524.00	114,303.00	58,883.00
Shawnee Development				
Council				
PY - 11 funds				
Spent	61,123.28	85,505.27	50,538.38	25,950.96
PY - 11 funds				
Accrued	18,500.00	24,900.00	10,682.00	5,012.00
Funds Remaining	78,921.72	12,118.73	53,082.62	27,920.04
PY - 11 Funds Available	422,275.00	250,472.00	298,257.00	153,645.00
WIA # 26				
PY - 11 funds				
Spent	220,545.50	190,106.80	160,165.76	84,333.13
PY - 11 funds				
Accrued	44,764.57	37,169.69	16,140.96	13,595.90
Funds Remaining	156,964.93	23,195.51	121,950.28	55,715.97

SERVICE PROVIDER REPORTS FOR MAY 2012

CUMULATIVE TITLE 1-B DEMOGRAPHICS (Does not include self assessed services) July 1, 2011 through April 30, 2012

WorkNet Center Location	Male	Female	White	Black	Hispanic	Asian/ Pac Islander	American Indian	Individuals W/Disabilities	Customers in Follow-up
Cairo (SDC)	64	123	154	31	2	0	0	55	57
Enfield (WADI)	60	77	137	0	0	0	0	24	85
Harrisburg (MID5)	50	47	93	4	0	0	0	34	60
Total	174	247	384	35	2	0	0	113	202

CUMULATIVE TITLE 1-B SERVICES PROVIDED

WorkNet Center Location	Self Assessed Core Services	Assisted Core Services	Intensive Services	Training Services	In-School Youth	Out-of-School Youth	Employers Assisted
Cairo (SDC)	336	120	120	118	51	16	32
Enfield (WADI)	921	99	99	94	31	6	1
Harrisburg (MID5)	2805	43	43	43	48	6	6
Total	4062	262	262	255	130	28	39

BREAKDOWN OF SELF ASSESSED CORE SERVICES

WorkNet Center Location	WIA Inquiries	IDES	TITLE V Older Worker	Community College	Job Seeker	Resource Room/ Computer Usage	Resume	ORS	DHS Project Choice	Other
Cairo (SDC)	40	18	3	0	370	370	0	4	0	10
Enfield (WADI)	123	303	0	0	144	319	32	0	0	0
Harrisburg (MID5)	144	1188	15	0	590	702	146	1	18	1
Total	307	1509	18	0	1104	1391	178	5	18	11

CUMULATIVE BREAKDOWN OF IN SCHOOL YOUTH

County Enrollees	Alexander	Johnson	Massac	Pulaski	Union	Edwards	Wabash	Wayne	White	Gallatin	Hamilton	Hardin	Pope	Saline
Activities	2	9	13	3	24	6	3	10	5	6	19	3	4	16
Career Planning	2	9	13	3	24	6	3	10	5	6	19	3	4	16
Work Experience	2	5	6	3	9	6	3	10	5	4	9	3	4	8

CUSTOMERS EXITED FROM 7/1/11 TO 4/30/12

CAIRO LOCATION (SDC)			ENFIELD LOCATION (WADI)			HARRISBURG LOCATION (MID5)			
TOTAL # EXITED	OF TOTAL # EXITED, # THAT OBTAINED CREDENTIAL	OF TOTAL # EXITED, # THAT ENTERED EMPLOYMENT	TOTAL # EXITED	OF TOTAL # EXITED, # THAT OBTAINED CREDENTIAL	OF TOTAL # EXITED, # THAT ENTERED EMPLOYMENT	TOTAL # EXITED	OF TOTAL # EXITED, # THAT OBTAINED CREDENTIAL	OF TOTAL # EXITED, # THAT ENTERED EMPLOYMENT	
Adults	18	8	16	21	18	18	18	16	12
Dislocated	15	7	12	43	27	35	11	10	10
YOS	5	1	1	3	3	2	3	3	2
YIS	18	14	9	16	14	5	22	17	10
56	30	38	83	62	60	54	46	34	

Service Provider Reports for April 2012

CUMULATIVE BREAKDOWN OF ALL CUSTOMERS (1A, 1D, YOS, TRADE) IN TRAINING

	FCC	WVC	OCC	LTC	KASKASKIA	MCKENDREE	RLC	SIC	SIU	SCC	EASTERN IL	JAL	IVY TECH	PAN AM ACADAMY	SEMO NURSING	CAPE TECH	WEST KY TECH
737 TYPE RATING														1			
ACCOUNTING	1										1						
ADMIN OF JUSTICE	2	1							1								
ADVANCED MFG.		2															
AGRI BUSINESS							1										
AGRI MECHANICS							1										
AUTO TECHNOLOGY	4						1										
BUSINESS ADMIN						1		1									
BUSINESS MANAGEMENT								5									
CARPENTRY								1									
CERT. NURSING AIDE		3					1	2									
COMPUTER INFO SYSTEMS	1												1				
COSMOTOLOGY							1	1									
CRIMINAL JUSTICE							1	5									
DIESEL EQUIP TECHNOLOGY		2						4									
EARLY EDUCATION											1						
ELECTRONICS		1															
ELEMENTARY EDUCATION										1							
FISH & WILDLIFE										2							
HEALTH INFO TECHNOLOGY										2							
HEATING & AIR												1					
INDUSTRIAL STUDIES		1										1					
INFO SYSTEMS SUPPORT	2						1	1									
MASSAGE THERAPY			1														
MEDICAL CODING										4							
MEDICAL LAB TECH										5							
MEDICAL OFFICE ASST	3	3	3					2									
MEDICAL TRANSCRIPT								2									
NURSING	14	21					3	12							1	1	2
OTA								1									
PARAPROFESSIONAL EDUCATION										1							
PHLEBOTOMY			2														
RADIOGRAPHY			5														
RESPIRATORY THERAPY					1												
SOCIAL AND HUMAN SUPPORT										8							
SURGICAL TECHNICIAN										1							
TECHNICAL RESEARCH MAN.									1								
TELECOMMUNICATIONS				1													
TRUCK DRIVING							2	1									
WELDING					1			4									
WIRELESS COMMUNICATIONS							2										
TOTAL	27	36	11	1	2	1	14	42	2	24	2	2	1	1	1	1	2

ANGELA JENKINS

Illinois workNet Center - Enfield
Case Manager: Paula Black

Angela first came to Wabash Area Development, Inc. after attending a Trade Workshop they had held when she had been laid off from a local manufacturer. She was only able to find work part-time at a local bank but was interested in the medical field.

She was enrolled in the Trade Adjustment Assistance Program and entered training in the Fall of 2010 in the Medical Office Assistant Program working toward an Associate Degree while continuing to work part-time. A few weeks into the program, her husband Jerry was rushed to the hospital with a serious heart condition. In the next few days Angela also fell ill and was rushed to a hospital in Indianapolis. A CAT scan revealed that she had a brain aneurysm located at the base of her brain in a vital and dangerous area.

Every time Jerry asked where Angela was, the family made excuses in order to keep him calm so he could rest. Once Angela was stabilized she had brain surgery. Although it was a success, the doctors warned that she would have a long recovery ahead of her.

Her husband was released from the hospital and once Angela returned home, Jerry was stronger and able to help her. She was unable to drive or walk long distances, but no matter what, she was going to register for the Spring 2011 semester. A determined Angela was true to her work and was released by her doctor on January 3, 2011.

A short eight months later, Jerry was struck again with another illness and was too weak to survive. He passed away in September 2011. They had been married for 30 years. Angela had much to deal with for over a year, none of it easy. Despite all she suffered, Angela remained strong, positive and steadfast to reach her goal.

Due to taking extra classes each semester in order to "catch up"; Angela graduated in May 2012 with an Associate Degree in Medical Office Assistant. Olney Central College awarded her the "Parkersburg Community Club Award" which is presented to a graduating student who is deemed to be the most outstanding in the field of office careers. The selection is based on scholarship, leadership and proficiency in the various secretarial skills. She was also awarded the colleges' Medical Office Assistant Award.

KENNETH HOPPER

Illinois workNet Center - Harrisburg
Case Manager: Rita Steele

Kenneth came to the office in March of this year looking for employment. He was hoping to find a job that would pay enough for him to become self sufficient and have benefits. He had a three year old daughter whom he had custody and needed to be able to provide for her adequately.

The family was receiving food stamps and a medical card. Kenneth was a high school dropout and had been unemployed since the 3th of March. He had applied for unemployment, had a telephone interview, but hadn't heard from them to know if he was to receive unemployment.

While interviewing him he stated he would be interested in getting his CDL's. There was a truck driving class scheduled to start April 2nd. This was a short term training program and job placement was at a high rate.

An appointment was set up and application was taken. When he arrived for his appointment he had everything required and in an orderly manner.

Kenneth enrolled at SIC truck driving class, passed the dot physical and drug screening and began his classes. He completed his classes on May 9, 2012, received his CDL license on the same day and immediately started looking for a job.

On May 25th he came in to let us know he had just come from having a drug screening for a truck driving job and would get back with job information as soon as possible. This job was also a local job and he will be able to be home with his daughter.

Congratulations Kenneth for a job well done!

Bethany Adams Adkinson

Illinois workNet Center - Cairo
Case Manager: Victor Duckworth

Bethany Adams Adkinson was a 17 year old single mother of a 21 month old son named Stuart. She had taken an early graduation from high school and was applying for the WIA Youth Out of School program. Her interest was becoming a Registered Nurse, so she began taking pre-requisite classes at her local community college that summer. Even though she struggled with grades, Bethany continue taking classes. She successfully completed the CNA course and an EMT course as well in her pursuit of a career in the health field.

Bethany also expressed an interest in working part time while attending college. She was put on the work experience program as an aid to CNA's and nurses. Her job included making beds, passing out ice and water and calling the bingo numbers for the residents during recreation time. Bethany was eventually hired.

Bethany is a well rounded person who has persevered through trails and obstacles in her life to become who she is today; a person dedicated to her school work, her employment and her child. Bethany has been determined to finish college and find employment in her chosen field in order to provide for herself and her son.

Other agencies that have assisted Bethany in her efforts include Child Care Resource and Referral, Department of Human Services, Regional office of Education, Shawnee Community College and her employer Daystar Care Center.

June, 2012

AVOIDING SOCIAL MEDIA QUICKSAND FOR JOB SEEKERS, EMPLOYEES AND HR DEPARTMENTS

In this issue

[Avoiding Social Media Quicksand](#)

[Workplace Skills: What Employers Want](#)

[Are You Getting the Inside Scoop?](#)

Illinois workNet Links

- [Professional Networking](#)
- [Social Media Webinars](#)

Other Resources

- [2008 CareerBuilder Survey](#)
- [2011 Reppler Survey](#)
- [Illinois General Assembly: Bill Status of HB3782](#)
- [Facebook Data Use Policy](#)
- [Facebook says it may sue employers...](#)

AVOIDING SOCIAL MEDIA QUICKSAND

If you screen job applicants or manage employees, chances are you have looked at current or potential employees' social media accounts. If you have applied for a job recently, chances are someone has searched for your online presence. According to a [2008 CareerBuilder survey](#), 20% of employers admitted to routinely searching for the social media accounts of potential or current employees. This percentage has dramatically increased since 2008. In a 2011 survey conducted by [Reppler](#), 91% of surveyed employers reported using social media searches to screen applicants. 69% reported rejecting candidates based on this screening.

[Click Here for more.](#)



WORKPLACE SKILLS: WHAT EMPLOYERS WANT

Our Workplace Skills Wheel is for job-seekers, students, and anyone in between who wants or needs to improve their workplace skills. We have 11 different skill areas where you can read real-life scenarios, decide what you would do in the situation, read example responses, find resources to help you improve that skill, watch employer videos, and find next steps!

You can view ALL our [Workplace Skills Videos](#) on our YouTube channel!

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“Snow White was poisoned by an apple, Jack found a giant in his beanstalk, and look what happened to Alice when she ate the mushroom! And you wonder why I won't eat fruit and vegetables?!”

Give us your ideas.....



What would you like to see in your newsletter?

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

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



ADDRESS CORRECTION REQUESTED

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