

So. 14 LWIB, Inc.

Volume 1, Issue 11

November 2012

NOTES FROM THE OFFICE.....

It seems that the holiday season is upon us! I am not exactly sure where the summer went, but it appears to be gone.

We have received the results of the State's fiscal monitoring, conducted the last part of June, and have five findings that will need my response. The first finding was expected and was in connection with our failure to meet the 40% direct training expenditure rate in the adult funding stream. Finding two, three and four were bookkeeping errors that are fairly easily explained and corrected. The final finding was a result of my failure to have one of the sub recipient respond to my local fiscal monitoring last year, which is in the process of being corrected.

Chris and I had a follow up conference call with the DCEO EO staff and I believe that the issues, in our control, surrounding the State's EO monitoring have been resolved. One of the concerns was follow up to previous monitoring, so service providers made contact with their landlords at each of the offices with issues and we were able to provide proof of due diligence to the State.

CALENDAR OF EVENTS

FISCAL/PROGRAMMATIC MONITORING

WADI- OCTOBER 24-25, 2012

SDC - NOVEMBER 14-15, 2012

MID 5 - NOVEMBER 28-29, 2012



EMPLOYER INFORMATIONAL WORKSHOP

Wednesday, December 5, 2012

Harris-Pruett Building

107 East Church Street

Registration begins at 8:30 AM

Workshop 9:00 AM – 12:00 PM

Facilitated by IDES, DCEO, SO. 14 LWIB

DECEMBER BOARD MEETING

WHERE: SOUTHEASTERN ILLINOIS COLLEGE,
BLDG. G

WHEN: TUESDAY, 3 DECEMBER 11, 2012

TIME: 7:00 P.M.

Please contact the office at

618-382-5024 or boffice@so14lwib.com

if you are unable to attend.

Additionally, Shawnee Development made the decision to suspend WIA operations at the Mounds location and refer all inquires to the Shawnee Community College Campus office. They determined that the majority of WIA clients from Pulaski County were going to that office rather than the Mounds office, so we should have no disruption in service to our clients. One of the other concerns was training and qualifications of our new EO Officer. Kim has attended one training will continue to seek training and instruction as she learns her new duties.

Illinois Department of Employment Security has asked Southern 14 to participate in an Employer Informational Workshop. The workshop is being hosted by the City of Harrisburg and will be on December 5 beginning at 9:00 am. I would like to encourage all of you to attend and to share this opportunity and information with any one you feel might benefit. It seems that a program of this type has not been offered to our area for quite some time so it would be great to have a good number of businesses represented.

The revised MOU was sent out to the partners for their review and signature. The move from three comprehensive centers to one reduced the cost for most of our partners. Once we have obtained all of the signatures we will be forwarding the completed MOU to DCEO for their approval. My goal is still to have the PY12 completed before time to begin the PY13.

Kim and I hope that each of you have a wonderful holiday and would like to take this opportunity to thank each of you for your service to the board and you support.

Don't forget that we will be having our regular quarterly board meeting on Tuesday, December 11 at SIC. This is our annual meeting so officers will be elected.

Pamela Barbee
Chief Financial Officer

SOUTHERN 14 ADMINISTRATION BUDGET

	APPROVED PY12 ADMIN BUDGET	PY12 EXPENDITURES	Available Budget	% of Budget Available
LINE ITEMS	(7/1/12 THRU 6/30/2013)	As of October 31, 2012		
SALARIES & BENEFITS	77,513	23,201	54,312	70%
RENT /UTILITIES / PHONE	5,842	2,152	3,690	63%
OFFICE	18,432	7,774	10,658	58%
BOARD TRAVEL / TRAINING	5,792	795	4,997	86%
GR. STAFF TRAVEL / TRAINING	7,950	1,053	6,897	87%
OTHER (Legal and Accounting)	6,050	0	6,050	100%
ADVERTISING / MARKETING	850	251	599	70%
EQUIPMENT	0	0	0	0%
MISCELLANEOUS	17,374	807	16,567	95%
EO OBLIGATIONS	200	0		
LICENSES & TAXES	30	0		
HIGH SPEED INTERNET	900	294		
MISCELLANEOUS	16,244	513		
EMPL. AND TRN. CENTERS	<u>18,765</u>	<u>4,188</u>	<u>14,577</u>	<u>78%</u>
TOTAL	158,568	40,221	118,347	75%

PY12 Allocation	114,251
PY12 Trade Admin Funds	1,102
PY11 Allocated Carryforward	<u>43,216</u>
PY12 Funds Available	158,569

*** Additional carry forward funds allocated to the miscellaneous category in admin budget.

BOARD REPORT - EXPENDITURE JOURNAL

OCTOBER 2012

<u>Date</u>	<u>Description</u>	<u>GL Title</u>	<u>Expenditures</u>
10/3/2012	Advertinet - Web Maintenance	OFFICE EXPENSE	42.95
10/3/2012	Kim Jacobs - Pay Period 9.24.12 - 10.05.12	WAGES	1,077.12
10/3/2012	Pam Barbee - Pay Period 9.24.12 - 10.5.12	WAGES	1,238.96
10/10/2012	Barbee - Travel	GR TRAVEL	115.55
10/10/2012	Mid 5 Employment & Training, Inc.	workNet Center Costs	11,175.00
10/10/2012	Reppert's	OFFICE EXPENSE	13.76
10/10/2012	T & I Office Supplies	OFFICE EXPENSE	128.35
10/10/2012	USPS - Box Rental	OFFICE EXPENSE	70.00
10/10/2012	Wabash Area Development, Inc.	workNet Center Costs	3,007.00
10/18/2012	Kim Jacobs - Pay Period 10/08/2012 - 10/19/2012	WAGES	1,077.12
10/18/2012	Kim Jacobs - Travel	GR TRAVEL	170.67
10/18/2012	Pam Barbee - Pay Period 10/08/2012 - 10/18/2012	WAGES	1,238.96
10/25/2012	Frontier - Telephone & Internet	TELEPHONE	198.26
10/25/2012	IL LABOR POSTER-2012 STATE & FEDERAL POSTERS	OFFICE EXPENSE	67.25
10/25/2012	K. Jacobs - October 2012 - Insurance Reimbursement	EMPLOYEE HEALTH INSURANCE	250.00
10/25/2012	P. Barbee - October 2012 - Insurance Reimbursement	EMPLOYEE HEALTH INSURANCE	250.00
10/25/2012	T & I - Copy Maintenance	OFFICE EXPENSE	194.88
10/25/2012	White County Farm Bureau - Rent & Utilities November 2012	RENT & UTILITIES	300.00
10/30/2012	AUGUST 2012 RETIREMENT ACCURAL	WAGES	402.33
10/30/2012	PY12 - WIA COST OF HARRISBURG WORKNET CENTER	workNet Center Costs	1,047.00
10/31/2012	October 2012 Payroll Tax	PAYROLL TAX	<u>354.36</u>
Report Total			<u>22,419.52</u>

SERVICE PROVIDER REPORTS FOR OCTOBER 2012

Title 1 - B Expenditures PY' 11

Program year July 1, 2012 - June 30, 2013

July 1, 2012 through October 31, 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	\$81,275.00	\$41,869.00
<u>Wabash Area Development</u>	-			
PY - 11 funds Spent	\$122,198.60	\$66,838.25	\$80,135.51	\$39,415.51
PY - 11 funds Accrued Funds	\$4,407.40	\$8,742.75	\$1,139.49	\$2,453.49
Funds Remaining	\$0.00	\$0.00	\$0.00	\$0.00
PY - 11 Funds Available	\$129,924.00	\$96,859.00	\$122,676.00	\$60,393.00
<u>Mid - 5 Employment</u>	-			
PY - 11 funds Spent	\$120,048.10	\$80,663.27	\$105,914.76	\$55,295.07
PY - 11 funds Accrued Funds	\$9,875.90	\$16,195.73	\$16,761.24	\$5,097.93
Funds Remaining	\$0.00	\$0.00	\$0.00	\$0.00
PY - 11 Funds Available	\$120,062.00	\$153,420.00	\$94,303.00	\$51,383.00
<u>Shawnee Development Council</u>	-			
PY - 11 funds Spent	\$113,835.64	\$145,168.70	\$94,261.96	\$50,120.31
PY - 11 funds Accrued Funds	\$6,226.36	\$8,251.30	\$41.04	\$1,262.69
Funds Remaining	\$0.00	\$0.00	\$0.00	\$0.00
PY - 11 Funds Available	\$376,592.00	\$325,860.00	\$298,254.00	\$153,645.00
<u>WIA # 26</u>				
PY - 11 funds Spent	\$356,082.34	\$292,670.22	\$280,312.23	\$144,830.89
PY - 11 funds Accrued Funds	\$0.00	\$0.00	\$0.00	\$0.00
Funds Remaining	\$20,509.66	\$33,189.78	\$17,941.77	\$8,814.11

SERVICE PROVIDER REPORTS FOR OCTOBER 2012

Title 1 - B Expenditures PY' 12

Program year July 1, 2012 - June 30, 2013

July 1, 2012 through October 31, 2012

Contract Period July 1, 2012 - June 30, 2014

	Adult	Dislocated Worker	In-School Youth	Out-of-School Youth
PY - 12 Funds Available	\$103,945.00	\$80,916.00	\$66,757.00	\$34,391.00
<u>Wabash Area Development</u>	-			
PY - 12 funds Spent	\$11,891.62	\$11,017.59	\$2,874.51	\$8,600.75
PY - 12 funds Accrued	\$4,567.35	\$650.00	\$546.49	\$6,000.00
Funds Remaining	\$87,486.03	\$69,248.41	\$63,336.00	\$19,790.25
PY - 12 Funds Available	\$114,081.00	\$88,807.00	\$85,586.00	\$44,089.00
<u>Mid - 5 Employment</u>	-			
PY - 12 funds Spent	\$0.00	\$0.00	\$0.00	\$0.00
PY - 12 funds Accrued	\$33,100.36	\$11,476.39	\$1,550.04	\$4,418.48
Funds Remaining	\$80,980.64	\$77,330.61	\$84,035.96	\$39,670.52
PY - 12 Funds Available	\$149,628.00	\$114,913.00	\$97,314.00	\$50,131.00
<u>Shawnee Development Council</u>	-			
PY - 12 funds Spent	\$0.00	\$0.00	\$0.00	\$0.00
PY - 12 funds Accrued	\$35,000.00	\$8,200.00	\$0.00	\$12,340.00
Funds Remaining	\$114,628.00	\$106,713.00	\$97,314.00	\$37,791.00
PY - 12 Funds Available	\$367,654.00	\$284,636.00	\$249,657.00	\$128,611.00
<u>WIA # 26</u>				
PY - 12 funds Spent	\$11,891.62	\$11,017.59	\$2,874.51	\$8,600.75
PY - 12 funds Accrued	\$283,094.67	\$253,292.02	\$244,685.96	\$97,251.77
Funds Remaining	\$72,667.71	\$20,326.39	\$2,096.53	\$22,758.48

SERVICE PROVIDER REPORTS FOR OCTOBER 2012

CUMULATIVE TITLE 1-B DEMOGRAPHICS (Does not include self assessed services)

July 1, 2012 through October 31, 2012

Service Provider	Male	Female	White	Black	Hispanic	Asian/ Pac Islander	American Indian	Individuals W/Disabilities	Customers in Follow-up
SDC	57	104	131	28	2	0	0	23	60
WADI	30	32	62	0	0	0	0	16	78
MID5	24	30	52	2	0	0	0	17	43
Total	111	166	245	30	2	0	0	56	181

CUMULATIVE TITLE 1-B SERVICES PROVIDED

July 1, 2012 through October 31, 2012

Service Provider	Self Assessed Core Services	Assisted Core Services	Intensive Services	Training Services	In-School Youth	Out-of-School Youth	Employers Assisted
SDC	125	87	88	85	36	15	4
WADI	354	39	39	42	17	6	0
MID5	991	26	26	26	23	5	2
Total	1470	152	153	153	76	26	6

BREAKDOWN OF SELF ASSESSED CORE SERVICES

July 1, 2012 through October 31, 2012

Service Provider	WIA Inquiries	IDES	TITLE V Older Worker	Community College	Job	Resource Room / Computer Usage	Resume	ORS	DHS Project Choice	Other
SDC	13	7	1	0	131	152	0	2	0	1
WADI	44	43	0	5	10	242	5	0	0	5
MID5	107	621	4	0	94	124	41	0	0	0
Total	164	671	5	5	235	518	46	2	0	6

CUMULATIVE BREAKDOWN OF IN SCHOOL YOUTH

July 1, 2012 through October 31, 2012

	SDC Counties					WADI Counties				Mid 5 Counties				
	Alexander	Johnson	Massac	Pulaski	Union	Edwards	Wabash	Wayne	White	Gallatin	Hamilton	Hardin	Pope	Saline
County Enrollees	6	7	9	5	9	4	1	10	2	4	6	2	4	7
Activities														
Career Planning	6	7	9	5	9	4	1	10	2	4	6	2	4	7
Work Experience	0	0	0	0	0	41	1	10	2	4	5	2	1	4

CUSTOMERS EXITED FROM 7/1/12 TO 10/31/12

SDC COUNTIES			WADI COUNTIES			MID 5 COUNTIES					
	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	6	5	5	Adults	7	6	7	Adults	2	2	2
Dislocated	10	6	9	Dislocated	10	10	6	Dislocated	2	2	1
YOS	1	0	1	YOS	1	0	1	YOS	3	2	2
YIS	3	2	0	YIS	4	3	1	YIS	11	11	3
Totals	20	13	15	Totals	22	19	15	Totals	18	17	8

SERVICE PROVIDER REPORTS FOR OCTOBER 2012

Cumulative breakdown of all customers (1A, 1D, YOS, Trade) in Training as of 10.31.12

	FCC	WVC	OCC	LTC	KASKASKIA	MCKENDREE	REND LAKE	SIC	SIU	JAL	SCC	West KY TECH
ACCOUNTING											1	
ADMIN ASSISTANT											1	
ADMIN OF JUSTICE									1		2	
ADVANCED MFG.		2										
AGRI BUSINESS							1					
AGRI MECHANICS							1					
AUTO TECHNOLOGY	3										5	
BUSINESS ADMIN						1					1	
BUSINESS MANAGEMENT											1	
CARPENTRY								1				
CERTIFIED NURSE AIDE		1					1	5			2	
COMPUTER INFO SYSTEMS	1										6	
COSMOTOLOGY												
CRIMINAL JUSTICE								3			4	
DIESEL EQUIP TECHNOLOGY		2						2				
EARLY EDUCATION											4	
ELECTRONICS												
ELEMENTARY EDUCATION											2	
FISH & WILDLIFE											2	
HEALTH INFO TECHNOLOGY	2										1	
HEATING & AIR										1		
INDUSTRIAL STUDIES												
INFO SYSTEMS SUPPORT									1			
MASSAGE THERAPY			1									
MEDICAL CODING											1	
MEDICAL LAB TECH											5	
MEDICAL OFFICE ASST	1		1					1			3	
MEDICAL TRANSCRIPT								2				
NURSING	6	11					3	4			37	
OTA								1			1	
PARAPROFESSIONAL EDUCATOR											1	
PHLEBOTOMY								1				
RADIOGRAPHY			3									
RESPIRATORY THERAPY					1							
SOCIAL & HUMAN SUPPORT											6	
SURGICAL TECHNICIAN											1	
TECHNICAL RESEARCH MAN.									1			
TELECOMMUNICATIONS												
TRUCK DRIVING		1					1	5			2	
WELDING								2			2	
WIRELESS COMMUNICATIONS												
TOTAL	13	17	5	0	1	1	7	27	3		91	0

Jesse Hall

**Illinois workNet Center - Harrisburg
Case Manager: Valerie Potter (Mid 5)**

Jesse came to Mid-5 Employment & Training in October 2009. His case manager knew the first time she met Jesse that he was serious about retraining in order to support his family.

Jesse had been employed for three years at Wilson Kitchens, Inc. building walls and making cabinets but was laid off due to lack of work. He was married with three children. Although his wife worked, the family depended food stamps, Jesse's unemployment compensation and their son's supplemental security income. With the tough economic conditions of the area, it was very low income for a family of five.

Jesse decided to enroll in the Truck Driving Classes at Southeastern Illinois College in Harrisburg. Not knowing what to expect after being out of high school for so many years, Jesse persevered because he knew this occupation would help him be able to provide for his family.

Jesse did well in his classes and always kept in touch with his case manager. He received his Truck Driving Certificate in December 2009. After searching for employment, Jess found a job in February 2010 as a full time truck driver for a company in Marion, IL. After suffering with some health issues and at his doctor's urging to find another occupation, Jesse started work at Rent One in Harrisburg, IL as a full time delivery worker.

James Harmon

**Illinois workNet Satellite - Cairo
Case Manager: Sharon Voelz (SDC)**



When James Harmon came to Shawnee Development Council in May 2009, he was unemployed and looking for a new career. James had worked for 17 years, first as a technician and in his last few years, as an evening shift supervisor at a substance abuse residence.

James had applied for and was accepted into the Occupational Therapy Assistant program at Shawnee Community College. He completed his WIA application and was determined eligible as a dislocated worker. WIA helped James with his tuition, books, and provided supportive services necessary to help him stay in school.

James stopped by the WIA office quite frequently and made sure all his paper work was completed and turned in on time. He worked with fellow students in a study group besides studying many hours on his own. His perseverance paid off and he graduated in May 2012 with a 3.6 GPA. James passed his state board certification exams and became a Certified Occupational Therapy Assistant in July.

James wanted to remain in Southernmost Illinois and he would regularly check websites and local newspapers looking for work. He called his case manager to report that he had put in an application at Herrin Hospital, had an interview, and was waiting on his background check to clear. He was hired as a PRN Occupational Therapy Assistant on September 17, 2012. James is excited that he has completed school and found employment and he is looking toward a brighter future.

BOARD AND BOARD MEMBER CERTIFICATION

Due to the long process of receiving paperwork from the board members and county CEO's, we have been granted an extension for submitting our Board Certification to the State until November 15, 2012.

Private Members Needed:

Alexander -	1	John Andy Clarke - <i>pending</i>
Edwards -	1	(Joni Millman)
Gallatin -	2	
Hamilton -	0	(Chris Howton / Mike Woley)
Hardin -	0	(Wayne Eichorn / Larry Steward)
Johnson -	0	(Jack Dunker / Bob Wolf)
Massac -	1	(Randall Rushing)
Pope -	0	(Les Hardin) - Neil Wagner - <i>pending</i>
Pulaski -	1	(Dean Rogan)
Saline -	1	(Lori Cox)
Union -	0	(Bill Jackson / Pat Jackson)
Wabash -	2	
Wayne -	0	(Royce Carter / Brandon Thomason)
White -	1	(Dawn Williams)

Required Public Members:

Labor (2) **Kevin Feters** / **John Price** - *pending*

Education (1+) **Lawrence Fillingim**

Education – Community College President (1) **Jonah Rice**

Community Based Organization (2) **Ken Pettijohn** / **Tabitha Neely**

Economic Development Agencies (2) **Chet McMullen** / **Vacant**

One Stop Partners (1+)

- Workforce Investment Act Title I **Roger Boma**
- Wagner-Peyser Act/Employment Service **Penny Valentine**
- Workforce Investment Act Title II Adult Education and Literacy - **James Darden**
- Vocational Rehabilitation (Rehabilitation Act, Title I) **Bryce Hampton**
- Title V Older Americans Act **Cindy Crummley**
- Postsecondary Vocational Education/Carl D. Perkins Act **Karen Weiss**
- Trade Act/NAFTA **Roger Boma**
- Veterans, Title 38 **Penny Valentine**
- CSBG Employment and Training **Cheryl Vanderford**
- HUD Employment and Training
- Unemployment Insurance **Penny Valentine**
- Migrant and Seasonal Farmworker Programs **Pat Sawyer**
- Job Corps **David C. Floyd**
- TANF **Myra Hillyard**

BOARD ATTENDANCE

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.

PROVIDER/PROGRAM CERTIFICATION

Local and out of state training providers must recertify their training programs annually. Out of state providers/programs are recertified in March of each year. Shawnee Community College is recertified in July and Southeastern Illinois College is recertified in August. Even though recertification is done annually, providers can submit new programs, delete programs or make changes to programs anytime throughout the year.

For a list of all Illinois WIA approved training providers and programs logon to <http://iwds.state.il.us/>

~ No changes have been made to LWIA 26 providers/programs since the July report, but we do have some out of state providers programs pending at this time.~



Developing our workforce.

 [State of IL Employee Laid Off Worker Assistance](#)

 [Illinois Pathways STEM](#)

 [WIA Works for Illinois](#)

 [Laid Off Worker Assistance](#)

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COMING UP FOR DECEMBER....

- ✚ Annual Meeting
- ✚ Annual Report
- ✚ Service Provider Reports
- ✚ More Success Stories



Board Staff

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Kim Jacobs, Monitor/EEO Officer
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ADDRESS CORRECTION REQUESTED

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«Address_Line_2»
«City_State__Zip»