

Executive Committee Meeting
Southern Illinois Workforce Development Board
MAN-TRA-CON Corporation, Marion, Illinois
April 29, 2016 12:00 PM

MINUTES

Attending in Person: SIWDB Chair Mary Roe, Deb Jackanicz, Cary Minnis, Terance Henry, Milton Maxwell, Rex Cusumano
Teleconferencing: None
Members Absent: Angela Holmes
Others present: Kathy Lively, Staff; Tammy Kirk, SIWDB Secretary

I. **Call to Order** – Chair Roe called the meeting to order at 12:01 pm. with a quorum present.

II. **Orders of the Day**

a. **Approval of Minutes 3/23/16**

A motion was made to approve the minutes from the previous meeting by Mr. Minnis. The motion was seconded by Mr. Cusumano. No questions regarding the motion were raised. The motion passed unanimously.

b. **MOU Infrastructure Budget (Attachment B)** - Ms. Lively reviewed the Infrastructure Budget for the board as attached. It was explained that this is the first time that the MOU budget has been broken down into specific categories. Ms. Lively noted the Infrastructure budget has been agreed upon by all partners, but not the Systems budget. A motion was made by Mr. Minnis to approve Ms. Lively to submit the preliminary budget worksheet to DCEO. The motion was seconded by Ms. Jackanicz. The motion passed the committee.

c. **PY16 Formula Grant Establishment** – Ms. Jackanicz made a motion to accept the PY16 Formula Grant budget as presented. The motion was seconded by Mr. Henry. The motion passed the committee.

d. **PY15 Grant Mod** - Ms. Lively asked the committee for permission to transfer \$180k from the dislocated worker fund into the adult budget. Participant numbers would also be modified accordingly: Adult 300, DW 250 and Youth 200. Mr. Cusumano made the motion to approve the grant modifications as presented. Seconded by Mr. Minnis. The motion passed the committee.

e. **SIWDB Meeting Survey** – The committee decided to hold meetings bi-monthly on the third Wednesday of each month at 8 am, beginning May 18.

f. **Membership Change Update** – Ms. Lively informed the committee that letters had been sent to members with abysmal attendance, and that two members had resigned.

g. **Miscellaneous** – None.

III. **Matters from the Floor** – None.

IV. **Recognition of Guests** – None.

V. **Adjournment** – A motion was made by Mr. Henry to adjourn the meeting as all business for the day had been completed. The motion was seconded by Ms. Jackanicz. The motion passed committee and the meeting was adjourned at 1:24 pm.

Members of the Committee:

Mary Roe – Chair
Terance Henry – 3rd Vice Chair
Milton Maxwell – Parliamentarian

Angela Holmes – 1st Vice Chair
Debra Jackanicz – 4th Vice Chair
Kathy Lively - Staff

Rex Cusumano – 2nd Vice Chair
Cary Minnis – Treasurer
Tammy Kirk – SIWDB Secretary