

Executive Committee Meeting
Southern Illinois Workforce Development Board
MAN-TRA-CON Corporation, Marion, Illinois
November 16, 2017 Noon

MINUTES

Attending in Person: SIWDB Chair Terance Henry, Rosie Naumovski, Rex Cusumano, Matt Donkin, Milton Maxwell, Cary Minnis
Teleconferencing: None
Members Absent: Mary Roe
Others present: Kathy Lively, Staff; Tammy Kirk, SIWDB Secretary

I. Call to Order – Chair Terance Henry called the meeting to order at 12:16pm.

II. Orders of the Day

- a. **Approval of Minutes 6/22/17 (Attachment A)** - A motion was made by Mr. Maxwell to approve the minutes from 6/22/16. Seconded by Mr. Minnis. Motion carried.
- b. **Approval of MOU** – Ms. Cerutti presented the attached list of minor updates to the MOU. Mr. Cusumano made a motion to approve the MOU updates. Seconded by Mr. Maxwell. Motion carried.
- c. **One Stop Operator Reports** – Mary Sullivan reviewed the attached OSO reports. Theresa Smith presented the One Stop and Event Calendar web pages. Ms. Smith will update the SIWDB website to more modern coding and with a design similar to the One Stop site. In the Spring the One Stop will experiment with offering evening hours and workshops. Mr. Cusumano raised concern over how to get the word out about MTC/One Stop. Mr. Henry offered to add a link from the City of Marion and JALC Foundation webpages. A resource sheet may be created to give to TANF and other customers.
- d. **December Dinner Meeting** – The committee reviewed the attached proposed menu and approved. Committee discussed the possibility of being able to pay for spouses to attend through the use of technology (PayPal and/or Square) and approved. The committee decided the charge for spouses/guests to attend would be \$25.
- e. **GED Test Fund** – discussed the need for a GED test fund as current WIOA regs would not cover testing costs for adults. The committee decided to offer a minimum of 3 gifts baskets for auction at the December dinner and also offer the option of donating money to the fund.
- f. **2018 Meeting Schedule** – The committee reviewed and approved the attached meeting schedule for 2018.
- g. **Conferences** – Committee members were invited to attend the NAWB or NAWDP conference in 2018.
- h. **Miscellaneous** – Mr. Minnis noted the GERPDC Regional Strategy was progressing.

III. Matters from the Floor – None

IV. Recognition of Guests – Mary Sullivan, SICCM/OSO; Michelle Cerutti; Theresa Smith

V. Adjournment – A motion was made by Mr. Cusumano to adjourn the meeting as all business for the day had been completed. The motion was seconded by Mr. Donkin. The motion passed committee and the meeting was adjourned at 1:10p.m.

Members of the Committee:

Terance Henry – Chair	Rosie Naumovski – 1st Vice Chair	Rex Cusumano – 2nd Vice Chair
Mary Roe – 3rd Vice Chair	Matt Donkin – 4th Vice Chair	Cary Minnis - Treasurer
Milton Maxwell – Parliamentarian	Kathy Lively - Staff	Tammy Kirk – SIWDB Secretary