

**Executive Committee Meeting**  
**Southern Illinois Workforce Development Board**  
**MAN-TRA-CON Corporation, Marion, Illinois**  
**April 16, 2018 11:00am**

**MINUTES**

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

I. **Call to Order** – Chair Terance Henry called the meeting to order at 11:07am.

II. **Orders of the Day**

- a. **Approval of Minutes 11/16/17 (Attachment A)** - A motion was made by Mr. Minnis to approve the minutes from 11/16/17. Seconded by Ms. Roe. Motion carried.
- b. **Review and Approval of MOU Draft Budget** – Ms. Lively explained the calculations and costs as well as the process used by the MOU Negotiations Committee to come to an agreement. Mr. Minnis made a motion to approve the budget. Seconded by Ms. Naumovski. Motion carried.
- c. **Review and Approve Conflict of Interest** – The committee review the attached Written Agreement for a Single Entity Performing Multiple Roles (Conflict of Interest) document and attachments. Ms. Roe made a motion to approve the document, seconded by Mr. Maxwell. Motion carried.
- d. **Strategic Planning** – Ms. Lively started a discussion about the possibility of strategic planning for the Board. John Washburn is willing to facilitate a 2 hour planning session at no cost. The Executive Committee is interested and discussed some potential dates – preferably a Tuesday or Wednesday.
- e. **Miscellaneous** – None

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

IV. **Recognition of Guests** –Michelle Cerutti

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 12:00p.m.

**Members of the Committee:**

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Terance Henry – Chair  
Mary Roe – 3<sup>rd</sup> Vice Chair  
Milton Maxwell – Parliamentarian

Rosie Naumovski – 1<sup>st</sup> Vice Chair  
Matt Donkin – 4<sup>th</sup> Vice Chair  
Kathy Lively - Staff

~~Rex Cusumano~~ – 2<sup>nd</sup> Vice Chair  
Cary Minnis - Treasurer  
Tammy Kirk – SIWDB Secretary