

**Southern Illinois Workforce Development Board
American Job Center Committee Meeting Minutes
Virtual Meeting Conducted via ZOOM
Tuesday, August , 2020, 8:00 a.m.**

I. Call to Order

The American Job Center Committee was called to order at 8:00 a.m. It should be noted that this meeting is a virtual meeting conducted via ZOOM.

The One Stop Committee meeting was called to order.

II. Roll Call

Present: Christina Hutcheson, Debra Jackanicz, Karla Tabing, Cindy Webb, Michelle Cerutti, Randy Osborn, Sandy Snowden, Deb Keelin, Scott Wernsman, Kristina Shelton, Mandy Bernhard

Absent: Joan Jablonski, Kim Wilkerson, Paulette Hamlin, Kristina Shelton, Jillian Van Zandt, Kathy Lively, Laura Hammond

Board Staff Present: n/a

One-Stop Operator Staff Present: Cindy Webb

III. Approval of Minutes Minutes from the August One Stop Committee meeting were reviewed and approved with the one typo being corrected. Michelle Cerutti made a motion for approval and Christina Hutchinson 2nd. Minutes were approved.

IV. Orders of the Day

A. Business.

- 1. AJC Reopening Discussion** AJC has re-opened by appointment, AJC has not had as many calls as expected. With numbers increasing in the county it is not sure when AJC will re-open for face to face. The mail owners have hired additional security and are walking by on a regular schedule. The mail owners have also agreed to have security come into the facility if needed.
- 2. AJC Reports** Cindy reviewed the information for the previous month for referrals and numbers served. Referrals are occurring between programs. Cindy will send a link to the referral form.
- 3. Updates on status of programs** Randy Osborn- he has begun to meet people face to face again with adhering to guidelines. Some agencies have not re-opened at this point and placing those clients with other agencies. Has placed two clients in August. Sandy Snowden reported that Rebound had 86 students inquire for 1st term and 71 complete full registration. Ged registration is ongoing and the next high school orientation will be October 1st. Rebound is 100% remote. Christina Hutcheson reported that Rend Lake is also completely remote. TABE locators have been completed remotely and today is the first pick up day.

Students who have inquired about classes have had the computer and data needed for class. RLC will be enrolling every two weeks. Programming in SIC APC has been an issue. Trying to get population served. Karla Tabing reported that JALC AE is face to face. Numbers are good with the limitations of class sizes. Extra classes have been added to accommodate students. Online is also offered. Debra Jackanicz reported they continue to work remotely not sure when they will re-open. Michelle Cerutti discussed that Man-Tra-Con continues to meet with clients virtually or in person if needed. Debbie Keelin discussed that IDES is still remote and not sure when they will go back face to face. IDES has begun to make changes to the offices to accommodate in person appointments. IDES has hired people and they will start next week. If anyone is interested in applying must go through the Illinois hiring website.

IV. Matters from the floor.

No matters from the floor.

VI. Adjournment. A motion to adjourn was made by Debora Jackanicz and seconded by Sandy Snowden. Motion passed and the meeting was adjourned.

Minutes prepared and submitted by Karla Tabing.