

**Southern Illinois Workforce Development Board
American Job Center Committee Meeting Minutes
Virtual Meeting Conducted via ZOOM
Tuesday, July 12, 2022 - 8:00 a.m.**

I. Call to Order

The American Job Center Committee was called to order at 8:02 a.m. It should be noted that this meeting is a virtual meeting conducted via ZOOM.

II. Roll Call

Present: Karla Tabing, Linda Stasko, Freddie Buckingham, Joan Jablonski, Sandy Snowden, Leverne Gillespie, Catherine Hoekstra, Haylee Knight, Christina Manchen, Mandy Bernhard, Debra Keelin

Absent: Jillian Van Zandt, Patrick Sorensen, Debra Jackanicz, Shara Robinson, Shirley Aviles, Paulette Hamlin, Laura Hammond, Beth Brown, Kim Wilkerson, Kristina Spence, Melanie Riley, Carmona Andrea, Sarah Corbett, Nicholas Birch, Scott Wernsman, Kristina Shelton

Board Staff Present: Kathy Lively

One-Stop Operator Staff Present:

III. Approval of last months Minutes approval 1st Sandy Snowden 2nd Haylee Knight

IV. Orders of the Day

A. Business Services- Freddie – There will be a virtual job fair held for the Vienna Correctional Facility. Kathy- The staff is working on an Employer Summit. They will be meeting today to discuss the summit. The group will be looking at ways to assist employers in recruiting and filling openings.

B. Regional and Local Plan Updates- Kathy updates were completed by moving the information for equity and access to the front of the section. Plans have been approved.

C. Training Program recertifications – Christina discussed that every two years they have to review programs and submit any new programs to the board. Medcerts and EdtoGo will be removed from the list.

D. Youth Career Days – Christina discussed that Man Tra Con is trying to find ways to get the youth in the building. Discussing having a youth career day. This would include having stations of information. Looking at ways to entice youth to come in. Possibly a video tournament.

E. Referral Form - Christina wanted to make sure that everyone is using the referral form dated May 10.

F. AJC Reports- Cindy was not available to give reports. Everyone looked over the reports individually. Kathy discussed that the resource room is having people come in during lunch hour. They are going to look at ways to keep it open during this time, might use a work experience person.

G. ARPA grant – Man Tra Con has received the ARPA grant. It will be used for marketing the partners. The grant is for \$20,000 and was received from the city of Marion.

H. Career DWG Grant – the grant was allowed to broaden its definitions. This will allow more clients to be served.

I. Updates from the floor – Mandy discussed that the Youthbuild grant has been funded. It will be located at the old U of I building. They will transport clients from Centralia. Serve 16-24 year olds. They will start in August with clients. Levern discussed they are still looking for a case manager for the area. Have had no good candidates. Someone will be coming to the area to cover some to make sure services are still available. Haley discussed that they have an increase in the grant. Has signed a contract with JALC so they now have contracts with JALC, RLC, and SIU-C. Kathy mentioned that RLC has received a \$5 million grant. Will ask someone to give more information next meeting. This is one of the largest grants to come to the area.

J. MOU – Kathy thanked those that have returned the signature page. And asked everyone who has not returned it to please follow its progress of getting signed. SPARO received that grant again in a smaller capacity due to this there is a slight reduction of costs for all the partners. SPARO, SIU, and Man Tra Con has received a JTeck grant to assist clients with barriers. This will allow a wide range of funds to be spent to alleviate barriers for clients. Can be used with complimentary grants.

V. Matters from the floor No matters discussed

VI. Adjournment. 1st Sandy Snowden 2nd Haley Knight meeting adjourned

Minutes prepared and submitted by Karla Tabing.