

**Southern Illinois Workforce Development Board  
American Job Center Committee Meeting Minutes  
Virtual Meeting Conducted via ZOOM  
Tuesday, December 13, 2022 - 8:00 a.m.**

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**I. Call to Order**

The American Job Center Committee was called to order at 8:05 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, Christina Manchen, Sandy Snowden, Cathrine Hoekstra, Debra Keelin

**Absent:** Jillian Van Zandt, Patrick Sorensen, Debra Jackanicz, Kristina Shelton, Paulette Hamlin, Laura Hammond, Beth Brown, Scott Wernsman, Haylee Knight, Nicholas Birch, Kim Wilkerson, Shirley Aviles, Mandy Bernhard, Laverne Gillispie, Sarah Corbett

**Board Staff Present:** Kathy Lively

**One-Stop Operator Staff Present:** John Otey

**III. Approval of last month's Minutes** minutes for November were not available.

**IV. Orders of the Day**

A. Introduction of New AJC Manager – Angela Holmes introduced John Otey as the new One Stop operator.

B. AJC Reports – no report

C. Negotiations for MOU – Kathy Lively volunteered to continue as the third-party negotiator. A motion was brought forth. Freddie 1<sup>st</sup> Sandy 2<sup>nd</sup> all replied yes. Kathy was thanked for her continuing to do this for this year.

D. Business Services – Freddie discussed that there are only a couple of events planned for this month.

E. Unite Us Presentation – Michelle Cerutti gave a presentation for the platform her technology company has developed. She gave a brief overview of how to use the system.

F. Updates on status of programs – Catherine Hoekstra discussed the career day they had for 8<sup>th</sup> graders at JALC. Over 400 students attended. Debra Keelin discussed that nothing has really changed for them. Still seeing people by appointment only. Christina Manchen discussed they are going to work on reestablishing the youth committee in the spring. Asked for volunteers. Kathy Lively announced she will send out the MOU information to every.

**V. Matters from the floor** No matters discussed

**VI. Adjournment.** 1<sup>st</sup> Sandy Snowden 2nd Freddie Buckingham.

**meeting adjourned**

*Minutes prepared and submitted by Karla Tabing.*