

**Southern Illinois Workforce Development Board  
American Job Center Committee Meeting Minutes  
Virtual Meeting Conducted via ZOOM  
Tuesday, August 8, 2023 - 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 hybrid both in person and via ZOOM.

**II. Roll Call**

**Present:** Karla Tabing, Linda Stasko, Joan Jablonski, Christina Manchen, Laverne Gillispie, Scott Wernsman, Debra Keelin, Nathan Biggerstaff, Frances Robbins

**Absent:** Freddie Buckingham, Jillian Van Zandt, Patrick Sorensen, Debra Jackanicz, Kristina Shelton, Paulette Hamlin, Laura Hammond, Sandy Snowden, Beth Brown, Cathrine Hoekstra, Kim Wilkerson, Shirley Aviles, Kristina Spence, Haylee Knight, Hanna Bruno, Kalyn Cook, Reese Rutland, Sarah Corbett, Mandy Bernhard, Robert Ingell

**Board Staff Present:** Angela Holmes

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

**III. Approval of last month's Minutes** 1<sup>st</sup> Christina Manchen 2<sup>nd</sup> John Otey all approved.

**IV. Orders of the Day**

A. AJC Reports – John informed everyone there were 372 services recorded for July. 173 clients for services, 141 for Man Tra Con, and 58 for IDES. This is an average of 325 clients per month. John announced that Darcy Hemphill has been hired as the new AJC assistant.

B. Business Services – No report

C. Service Integration Goals – Angela discussed it is time to review and work together for the goals. She will be contacting partners to collaborate and make a plan to meet the goals. Angela went over goals. Angela let everyone know that some goals are already happening, and others will work on in the near future.

D. Approved Training Programs – Christina has received an email with an updated demand occupation list. She has been working with colleges to review offerings. Man Tra Con attended a DQ fair workshop to give information about services they can offer. Fed Ex in Marion will be closing permanently. Man Tra Con is also looking for youth to participate in work experience.

E. Updates on Status of Programs - none

**V. Matters from the floor** – Scott announced the Logan Spotlight that will be held on JALC campus on October 24<sup>th</sup>. Christina offered for Man Tra Con to attend.

**VI. Adjournment.** 1<sup>st</sup> Angela Holmes 2nd John Otey.

**meeting adjourned**

*Minutes prepared and submitted by Karla Tabing.*