

**Southern Illinois Workforce Development Board  
American Job Center Committee Meeting Minutes  
Virtual Meeting Conducted via ZOOM  
Tuesday, September 12, 2023 - 8:00 a.m.**

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**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, Freddie Buckingham, Joan Jablonski, Kristina Shelton, Laura Hammond, Christina Manchen, Scott Wernsman, Cathrine Hoekstra, Debra Keelin, Mandy Bernhard, Benji Smith, Veronica McMichael

**Absent:** Linda Stasko, Jillian Van Zandt, Patrick Sorensen, Debra Jackanicz, Paulette Hamlin, Sandy Snowden, Laverne Gillispie, Beth Brown, Kim Wilkerson, Shirley Aviles, Nathan Biggerstaff, Kristina Spence, Haylee Knight, Hanna Bruno, Kalyn Cook, Reese Rutland, Sarah Corbett, Robert Ingell, Frances Robbins

**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> Kristina Shelton - all approved.

**IV. Orders of the Day**

A. AJC Reports – John let everyone know that he did not have the numbers yet for August. He mentioned there are closings and layoffs in the area. He had completed an interview with River Radio talking about the One Stop and ManTraCon. Currently there is a focus on older workers. Christina mentioned there is a rapid response for Fedex.

B. Business Services – Job fairs are going on. Readerlink at ManTraCon, veteran job fair is this weekend, IDOC screening in Marion, Employer Summit in October.

C. Service Integration Goals – Angela discussed it might need to be a separate meeting for the goals. She will send out an email to break it down into smaller groups. Several people are assigned to the AJC committee.

D. Program Updates – Veronica McMichael has started with CSEP. Her office hours will vary depending on the caseload. Christina talked about looking to enroll dislocated workers. This is the largest funding source they have. Also continuing to enroll youth. ManTraCon is writing for a new funding stream with less restrictions. This would allow for outreach to occur.

E. Updates on Status of Programs – Scott discussed that JALC has started the 12-week classes. The Logan Spotlight will be October 24<sup>th</sup>. Kristina discussed RLC having the Career exploration for 5/6<sup>th</sup> graders. Oct 17/18 CTE career Days for Jr/SRS at RLC.

**V. Matters from the floor** – none

**VI. Adjournment.** 1<sup>st</sup> John Otey 2<sup>nd</sup> Christina Manchen

**meeting adjourned**

*Minutes prepared and submitted by Karla Tabing.*