

**Southern Illinois Workforce Development Board
American Job Center Committee Meeting Minutes
Virtual Meeting Conducted via ZOOM
Tuesday, March 12, 2024 - 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, Freddie Buckingham, Joan Jablonski, Jordan McBride, Sandy Snowden, Veronica McMichael, Scott Wernsman, Kenneth Stoner, Debra Keelin, Benji Smith, Rayeanne Miner

Absent: Laura Hammond, Kristina Shelton, Jillian Van Zandt, Patrick Sorensen, Paulette Hamlin, Laverne Gillispie, Cathrine Hoekstra, Nathan Biggerstaff, Kim Wilkerson, Sarah Corbett, Mandy Bernhard, Mandy Bernhard, Shelley Pyle

Board Staff Present: Robyn Russell

One-Stop Operator Staff Present: Cindy Webb

III. Approval of Minutes 1st Jordan McBride
2nd Joan Jablonski
Minutes approved

IV. Orders of the Day

- A. AJC Reports** – Cindy discussed there had been 359 visits to the AJC in February. Services. She urged everyone to look over the local report. These numbers are what is reported. She also asked everyone to look at the referral sheet and suggest any changes needed.
- B. Man Tra Con updates** Robyn let everyone know that there is a renewed focus on business services. The focus has been on clients, a new hire has been taken place (Abby Russell) to assist with expanding OJT and apprenticeship programs.
- C. AJC Committee Meeting Time** A motion was called to change the start time to 8:30 am beginning in April 2024. A first by Jordan and second by Freddie. Motion passed to change the start time.
- D. Business Services** Freddie gave an update on upcoming career fairs. These include the state workshop on 3/18/24, ROE 30 3/19/24, JALC 3/27/24, RLC 3/.28/24 and the federal app workshop on 3/28/24.
- E. Updates on State of Programs** Adult Education programs are continuing to enroll students. Jordan announced the updated incentives for the youth. Ken discussed there has been a grant written to expand workforce healthcare. And the HCCTP is

going on and doing well with the new Coordinator Marty Merrill. Rayeanne announced the emergency services rental scholarship has started which is available for spring and fall. Applications are currently being accepted. Veronica asked for assistance in getting the word out for MERS Goodwill.

F. MOU- Kathy discussed there are six goals some of which relate to what we are doing, and some are not. She wanted input from everyone of their thoughts on each goal. Discussed occurred about each goal and how to proceed. Kathy gave a deadline for this week for anyone with any further suggestions.

V. Matters from the floor – Karla requested it be put on April's agenda for a new Chair to be established. Cindy reminded everyone that they are in the process of recertification and that cross training needs to occur. Cindy also reminded of the inter-agency meeting coming up.

VI. Adjournment 1st Sandy

2nd Freddie

meeting adjourned

Minutes prepared and submitted by Karla Tabing.