

**Southern Illinois Workforce Development Board
American Job Center Committee Meeting Minutes
Virtual Meeting Conducted via ZOOM
Tuesday August 13, 2024**

I. Call to Order

The meeting was called to order at 8:30 a.m. on Tuesday, August 13 2024. The meeting is conducted in a hybrid format.

II. Roll Call

In attendance: Karla Tabing, Jordan McBride, Michelle Guy, Mandy Bernard, Deb Keelin, Rick Sarenson, Veronica McMichael, Kristina Shelton, Crystal Hosselton, Kristina Shelton

Absent: Freddie Buckingham, Jillian Van Zandt, Shelley Pyle, Paulette Hamlin, Laura Hammond, Laverne Gillespie, Cathrine Hoekstra, Kim Wilkerson, Kristina Spence, Javier Cervera, Sarah Corbett, Benij Smith, Rayeanne Miner

Board Staff Present: Robyn Russell

One Stope Operator Present: Karla Tabing

III. Approval of Minutes 07/09/2024

Motion Jordan McBride, 2nd Kristina Shelton

IV. Orders of the Day

A. AJC Reports/Updates Karla Tabing

i. AJC Reports

Karla Tabing reported that the AJC numbers were down just slightly for July. Not sure if that was caused by the 4th of July Holiday, summer heat, etc. Several referrals were made outside of the area as well. Shauntae is doing great.

ii. Partner Cross Training for Recertification

Karla Tabing had talked with Man-Tra-Con about partner cross training. Cindy Webb did cross training on individual programs, but the interest now is in doing a large-scale cross-training. Ideally primary contacts from each organization would meet on site with a hybrid or virtual training for other frontline staff to tune in to. November 1st is planned to be the date for the event.

iii. Veteran Referrals

Karla discussed some nuance in veteran status. Karla is updating the AJC intake with a distinction between someone is a veteran vs someone who served. Karla also asked the partners if there was any need to capture justice-impacted status. Deb and Jordan both expressed that it does not change the approach to service delivery and the information does not need to be captured as part of the referral.

iv. AJC Web Page

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Karla is working with Theresa to update the web page. The calendar will be updated more often. Wanting to get the word out more about the AJC. New fliers will be coming out and distributed to partners. Man-Tra-Con volunteers to direct more jobseekers directly to the AJC at job fairs and events.

B. MTC Updates Robyn Russell

Robyn reported that MTC engaged a large number of new employers lately. The local and regional plan is done, revisions have been submitted to the state. Julio Rodriguez coming down next week to tour the area. Julio is Deputy Director of the Office of Employment and Training at DCEO. Enrollment looks strong so far this year, but more youth outreach will be required. Du Quoin office opening Friday, August 16th.

C. Business Services Freddie Buckingham

Rick Sarensen announced a number of upcoming events and job fairs across the region.

D. Updates on Status of Programs All Partners

Deb Keelin reports the IDES resource room in Mt. Vernon saw over 400 customers. Kristina Shelton reported RLC was getting ready for fall semester.

V. Matters from the Floor

Karla Tabing wanted to know how One-Stop centers were structured. A Peoria area AJC reported not having a direct line to IDES. Deb Keelin stated that all centers have at least one direct line in each LWIA.

VI. Adjournment

Motion Kristina Shelton, 2nd Jordan McBride