

- Members Present:** Angela Holmes-Young, Kendra Humphreys, and Victor Harris were in attendance. Robert Mees attended via conference call.
- Members Absent:** June Hickey, Joan Jablonski-Baxter, Debra Jackanicz, Kathy Lively, Michele Rheinecker, and Alan Summers
- Others Present:** Roxanne Brewer-Coffey, Stephanie Castellano, Michelle Cerutti, Linda Cox, Kathy Dollins via conference call, Bob Hopkins, Phil Minnis, Penny Valentine, and Cindy Webb

**I. Call to Order**

Vice-Chairperson Angela Holmes-Young called the meeting to order at 8:09 a.m.

**II. Welcome and Introductions**

Angela Holmes-Young welcomed the group to the meeting. Introductions were forgone as no new attendees were present.

**III. Approval of Minutes**

Angela Holmes-Young requested approval of the minutes from the August 18, 2009, meeting. Bob Mees made a motion for approval; Victor Harris seconded, and the motion carried with minutes approved.

**IV. Orders of the Day**

*A. One-Stop Center Reports*

**1. Traffic Reports**

Cindy Webb distributed the *Core A/Local Services Summary* and the *Resource Center Visitors Report August 2009*. Cindy reviewed the total number of visitors for each location. Cindy stated the One-Stop Centers were extremely busy with accepting applications for Crownline Boats. Approximately 600 applications have been received through the One-Stop Business and Employment Centers; however, these numbers will not be reflected in the Traffic Reports.

**2. Marion One-Stop Business and Employment Center**

Cindy Webb distributed the *Local Service by Customer Characteristics August 2009* for the Marion office. The report shows customer demographic information such as gender, age, race, and employment status.

**3. Mt. Vernon One-Stop Business and Employment Center**

The report regarding the Mt. Vernon One-Stop Business and Employment Center was forgone due to the Mt. Vernon site manager's absence.

### *B. Illinois workNet*

Man-Tra-Con will be an official testing center for Elevate America. A meeting is scheduled later this week to move forward with preparations. Elevate America vouchers must be activated by October 31, 2009. Participants must also take their first test by October 31, 2009. After the initial test, participants have one free retake that must be completed within one year. Some changes have been made to the Illinois workNet screens and more videos have been added. Cindy reminded the group that she can post local events to the Illinois workNet site.

### *C. Closures and Layoffs*

Michelle Cerutti reviewed the *Layoff Schedule by Company* report for the committee. The report summarizes layoffs which have occurred at companies throughout the region since the beginning of the calendar year. It includes company name, city, industry type and number of workers affected by the layoff. Since the last meeting, the Department of Corrections is the only new addition to the list. Michelle also informed the committee Spartan Light Metals may be doing a recall of workers. Angela Holmes-Young gave an update to the committee about Aisin. Currently, Aisin is busy and has a large number of temporary workers. They are currently not hiring since they do not know if they will continue at the current production level. The company is hopeful for stabilization over the next few months.

### *D. Summer Works Update*

Roxanne Brewer-Coffey updated the Council about the Summer Works program. The Summer Works program is still continuing to conduct mass intakes, mass orientations, youth are still being placed at worksites, and post assessments are being administered, all being done simultaneously. Since the last meeting, 40 participants went through orientation for the Du Quoin State Fair, and 32 of them finished the 10-day 12-hour shift work stint at the Fair. Of those, 23 are being placed at a second worksite for an additional six weeks. Thirty-five participants have been closed out of Summer Works services and have expressed an interest in the Year Round Youth program, 30 are transferring back to Year Round Youth services. The Summer Works program also underwent its second monitoring. The monitoring was specific to the eligibility determination process and the Du Quoin State Fair as a summer worksite. There were no findings and the monitor said the program was “*well executed and a fine example of a well-run summer program*”.

### *E. Workforce Development Week*

Roxanne Brewer-Coffey updated the committee about DCEO Director Warren Ribley’s personal visit on August 31 for Workforce Development Week. The day began at John A. Logan College Man-Tra-Con Transition Center, and then travelled to Kindling Spirits, a Summer Works worksite, for lunch. The group was joined by representatives from additional worksites and their youth participants, such as Baker and Sons Plumbing, City of Carbondale and the Science Center. The worksite supervisors introduced their youth participants and gave a brief synopsis of their youths’ Summer Works experience. The group then travelled to the Du Quoin State Fair where youth participants engaged in a photo opportunity with Director Ribley. As a side note, on the day prior, Ms. Kathy Lively received a phone call requesting Summer Works youth to participate in a photo opportunity with Governor Pat Quinn at the Du Quoin State Fair. The day ended at the Du Quoin Man-Tra-Con Family Opportunity Center where the group was joined by several more worksite representatives such as the Medicine Shop, City of Pinckneyville, Pinckneyville City Clerk’s Office, and Jefferson County Business Development Corporation. The worksite supervisors introduced their youth participants and relayed some great stories of how the youth have overcome many barriers. Director Ribley was very pleased with the Summer Works program and with his visit.

*F. SIWIB Award Nominations*

Award nominations for the Business Leadership Awards should be submitted to Michelle Cerutti by September 21, 2009. Michelle requested the partners complete the nomination form and submit it via fax. A conference call to select the nominees will be held on September 22, 2009 at 9:00 a.m. The nominations are due to the State of Illinois on September 25, 2009.

*G. Other*

Representatives from IDES explained the RES and REA Workshops. The RES Workshop targets U/I filees who are likely to exhaust their benefits. The REA Workshop targets U/I filees who are likely to return to work. These programs are designed to encourage and motivate individuals to find employment. These individuals may be referred to the One-Stop Business and Employment Centers. At this time, no formal referral form or tracking system is in place.

*H. Next Meeting Date and Time*

The next meeting is scheduled for **Tuesday, October 13, 2009**, at 8:00 a.m. at the Marion Man-Tra-Con office.

**V. Matters from the Floor**

Stephanie Castellano informed the committee about Man-Tra-Con's 5<sup>th</sup> Annual "Boo"cce Tournament to be held at the Herrinfesta Bocce Courts on Sunday, October 25, 2009 beginning at 2:00 p.m. She invited all to attend. Flyers are available for anyone interested in sponsoring a team.

**VI. Adjournment**

Vice-Chairperson Angela Holmes-Young adjourned the meeting at 8:50 a.m.