

SOUTHERN ILLINOIS WORKFORCE INVESTMENT BOARD YOUTH COUNCIL

**Man-Tra-Con Corporation
3000 West DeYoung, Suite 800-B
Marion, IL 62959**

MINUTES February 11, 2009

Members Present: Sheila Ahlgren, Steve Buntin (via conference call,) Joe Davis, June Hickey, Ethel Holladay (via conference call,) and Tyler Young

Members Absent: Bryan Cross, Peg Falcone, Terance Henry, Kathy Lively, Lisa Price, and Linda Tilley

Contractors Present: none

Staff Present: Roxanne Brewer-Coffey, Stephanie Castellano, Melissa Cauthen, Michelle Cerutti, Itzel Hosmon, and JoDene Kern

Call to Order: On behalf of Chairman Young, Ms. Hickey called the meeting to order at the Marion Man-Tra-Con office at 4:11 p.m. on February 11, 2009; a quorum was confirmed.

- I. **Approval of Minutes:** A motion was made by Mr. Davis to accept the minutes from the January 14, 2009, meeting and was seconded by Mr. Buntin. The motion carried.

- II. **Orders of the Day:**
 - A. **Monthly Report Update:** Ms. Brewer-Coffey reviewed the *Final Worksheet Report*, which took the place of the former *Numbers Report*. The reports encompass the LNG measure, ADC measure, and the Entered Employment measure for MERS/Goodwill Jackson County, Rebound, ECHO, MERS/Goodwill Perry County, and UMCH Youth Build. Hard copies will be mailed to members attending via conference call. Ms. Cerutti will check into sending this report via email, however, because the reports are so large, this option may not be possible.
 - B. **Year Round Contractors' Reports:** Chairman Young asked when the reports from the contractors are due; they are due the Wednesday before the Council Meeting every month. Going forward, these reports will sent via e-mail several days in advance to allow time to review them per Chairman Young's request. Agendas may be sent separately. The group discussed the new format of the written reports. The group also discussed the oral quarterly reports and the content that should be contained in each. A motion was made by Ms. Hickey to approve the Year Round Contractors' Reports and was seconded by Mr. Davis. The motion carried.
 - C. **Matters from the Floor:** Ms. Brewer-Coffey announced that Program Year 2008 contracts have been delivered, returned, and signed by all the contractors with the exception of Youth Build in Mt. Vernon, which will be delivered to them later this week. Ms. Debbie Kee, Man-Tra-Con's Fiscal Manager, is in the process of reviewing the vouchers submitted by the contractors. Ms. Cerutti mentioned the possibility of additional funding dollars which may be released due to the new economic stimulus legislation. The program under discussion may be similar to the former Summer Youth Program under JTPA. However, no direction has been given from the Department of Labor at this time. Ms. Hickey proposed the possibility of developing centralized programs by partnering with other agencies. The group discussed the advantages and potential barriers and will research the possibilities.
 - D. **Next Meeting Time and Place:** The next meeting is scheduled for March 11, 2009, at the Marion Man-Tra-Con office beginning at 4:00 p.m. A call-in number will continue to be offered as an option for those members unable to physically attend the session.
 - E. **Adjournment:** Chairman Young adjourned the meeting at 4:50 p.m.