

Executive Committee Meeting
Southern Illinois Workforce Development Board
MAN-TRA-CON Corporation, Marion, Illinois
March 11, 2016 12:00 PM

MINUTES

Attending in Person: SIWDB Chair Mary Roe, Deb Jackanicz, Cary Minnis, Terance Henry
Teleconferencing: None
Members Absent: Milton Maxwell, Angela Holmes, Rex Cusumano
Others present: Kathy Lively, Staff; Tammy Kirk, SIWDB Secretary

I. Call to Order – Chair Roe called the meeting to order at 12:03 pm. with a quorum present.

II. Orders of the Day

a. Approval of Minutes 2/1/16 (Attachment A) – Assembly

A motion was made to approve the minutes from the previous meeting by Ms. Jackanicz. The motion was seconded by Mr. Minnis. No questions regarding the motion were raised. The motion passed unanimously.

b. SIWDB Bylaw Discussion (Attachment B) – Assembly

The committee examined the bylaws page by page and made decisions regarding final revisions. The committee recommends presenting the bylaws with the final revisions to the SIWDB for approval. Changes are as follows:

- Bylaws Article III Section 5: Decided to remove the proxy reference and use Alternate Designee instead. Because WIOA requires business members to be either the CEO, COO, or other business executives with optimum policy making or hiring authority, it was decided that only non-business board members can utilize an Alternate Designee.
- Bylaws Article IV: Added in language that stated that when possible the slate of officers for the Board should not include more than one representative that lives or works in each county.
- Bylaws Article IV Section 2: Added in language that says that whenever possible the majority of the Vice-Chairs should be from Business Members.
- The Executive Committee reviewed the Board member travel policy that is included in the SIWDB bylaws.

c. NAWB Forum 2016 – Kathy Lively

Ms. Lively and Ms. Cerutti attended the NAWB Forum held at the Hilton in Washington, D.C. from March 13-15.

d. MOU – Mary Roe

Chair Roe updated the committee on the status of numerous MOUs.

e. Regional Plan Update – Kathy Lively

Ms. Lively noted the Regional Plan process has encountered some challenges but was making progress.

f. Miscellaneous

- i. The next meeting will be held on April 29 at Noon.
- ii. Ms. Lively noted MTC received \$19,000 in incentive funds.

III. Matters from the Floor – None.

IV. Recognition of Guests – None.

- V. **Adjournment** – A motion was made by Mr. Minnis to adjourn the meeting as all business for the day had been completed. The motion was seconded by Ms. Jackanicz. The motion passed the assembly and the meeting was adjourned at 12:59 pm.

Members of the Committee:

Mary Roe – Chair

Terance Henry – 3rd Vice Chair

Milton Maxwell – Parliamentarian

Angela Holmes – 1st Vice Chair

Debra Jackanicz – 4th Vice Chair

Kathy Lively - Staff

Rex Cusumano – 2nd Vice Chair

Cary Minnis – Treasurer

Tammy Kirk – SIWDB Secretary