

Executive Committee Meeting
Southern Illinois Workforce Development Board
MAN-TRA-CON Corporation, Marion, Illinois
August 31, 2016 8:15 AM

MINUTES

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

I. Call to Order – Chair Mary Roe called the meeting to order at 8:17 a.m. with a quorum present.

II. Orders of the Day

a. Approval of Minutes 6/27/16

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

b. Bylaw Review (Attachment B) – The Committee reviewed the bylaws. Mr. Minnis made a motion to accept the changes listed below. Seconded by Ms. Holmes. The motion carried unanimously. The changes are as follows:

i. Article III, Sec 3. Add: *Following the initial placement of the board with staggered terms, all appointments will be for a 2 year term.*

ii. Article III Sec 5. Change ~~11 months~~ to the length of the member's term.

iii. Article V Sec 3. Para 4. Change ~~Ratified~~ to *affirmed*

iv. Article V Sec 4. Para 6. Change ~~in an advisory member capacity~~ to *as voting members.*

v. Article VI Sec 4. Last sentence Change ~~11 months~~ to the length of the member's term.

vi. Attachment A Alternate Designee Form Change ~~11 months~~ to length of the member's term.

c. SIWDB Committees and Workgroups – The Committee discussed placing all SIWDB members on committees and workgroups. The Committee also discussed the need to add a Marketing workgroup. A survey will be sent to all members allowing them the opportunity to choose the committee(s) and workgroup(s) on which they want to serve.

d. Youth Provider – The committee discussed contracting out youth services vs keeping the services in-house. Mr. Henry made a motion to keep the youth services in-house for a full year, then review again. Seconded by Ms. Holmes. The motion passed unanimously.

e. Policy Guidelines Process – The Committee discussed the guidelines and process for policies. The committee decided the policies should go through MTC to present to the Board for approval.

f. Miscellaneous – None.

III. Matters from the Floor – Cary Minnis discussed Sector Based Partnerships. The Committee decided the project should be offered as a workgroup.

IV. Recognition of Guests – None.

V. Adjournment – A motion was made by Mr. Cusumano to adjourn the meeting as all business for the day had been completed. The motion was seconded by Mr. Minnis. The motion passed committee and the meeting was adjourned at 9:48 am.

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