

Executive Committee Meeting
Southern Illinois Workforce Development Board
MAN-TRA-CON Corporation, Marion, Illinois
February 9, 2017 Noon

MINUTES

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

I. **Call to Order** – Chair Mary Roe called the meeting to order at 12:02 p.m.

II. **Orders of the Day**

- a. **Approval of Minutes 8/31/16 (Attachment A)** - A motion was made by Mr. Maxwell to approve the minutes from 8/31/16. Seconded by Ms. Jackanicz. Motion carried.
- b. **Approve OJT Policies** – The Committee reviewed the basic guidelines, ISTEP, and rules they were waiting to be guided on. Mr. Minnis made a motion to approve the OJT Policies. Seconded by Ms. Naumovski. Motion Carried.
- c. **Approve Work Experience Polices** – The Committee discussed placing the number of hours, the length of time, the two types of work experience, and differences in part time and full time. Mr. Henry made a motion to approve the Work Experience Policies. Seconded by Ms. Minnis.
- d. **Choose Person in Charge of MOU Process** – Mrs. Minnis made a motion to place Kathy Lively in charge of MOU Process. Seconded by Mr. Maxwell. Motion carried.
- e. **Select Third Party Impartial Negotiator**–Ms. Jackanicz made a motion to make June Hickey the Third Party Impartial Negotiator and include an honorarium. Seconded by Mr. Maxwell. Motion carried.
- f. **Regional Plan Discussion**- Ms Lively provided a brief update on the Regional Plan.
- g. **Miscellaneous** – None.

III. **Matters from the Floor** –Membership & Public

IV. **Recognition of Guests** – Chair Mary Roe recognized Michelle Cerutti.

V. **Adjournment** – A motion was made by Ms. Naumovski 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 1:02 p.m.

Members of the Committee:

Mary Roe – Chair	Rosie Naumovski – 1 st Vice Chair	Rex Cusumano – 2 nd Vice Chair
Terance Henry – 3 rd Vice Chair	Debra Jackanicz – 4 th Vice Chair	Cary Minnis - Treasurer
Milton Maxwell – Parliamentarian	Kathy Lively - Staff	Tammy Kirk – SIWDB Secretary