



Board and CEO Meeting Minutes

The Workforce Connection Board, Workforce Board for Boone, Winnebago, and Stephenson Counties

Meeting: June 4, 2024

Time: 8:00am

Location: Region 1 Planning Council, 127 N. Wyman St. Suite 100, Rockford, IL

Attendee Name	Organization	Status	Arrived
Bernsten, Ben	Goodwill of Northern IL	Absent	
Bloomquist, Scott	Boone/Winn Regional Off of Ed	X	
Brown, Karen	Highland Community College	X	
Cagnoni, Todd	City of Rockford	Absent	
Carter, Len	Freeport Hospital	X	
Cassaro, Michelle	Chicago Rockford Airport	X	
Chiarelli, Joe	Board Chairman – Winn County	X	
Crandall, Kathy	Crandall Stats & Sensors	X	
Dunn, Michael	Region 1 Planning Council	X	
Fahrenwald, Jeff	SupplyCore	X	
Fettes, Pamela	Growth Dimensions of Belvidere	X	
Fischer, Suzanne	OSF Healthcare System	Absent	
Gaulrapp, George	ComEd	Absent	
Grayewski, Jeremy	Berner Food & Beverage	X	
Guirl, Robert	Community Member	X	
Harle, Greg	Plumbers & Pipefitters Local	X	
Helms, Scott	Board Chair – Stephenson County	X	
Hill, Sheila Dr	Hill & Hill Enterprises	X	
Hulsebus, Brant Dr	Hulsebus Rockford Chiropractic	X	
Krupke, Mark	IL DHS-Div of Rehab Svcs	Absent	
Machajewski, Kris	YWCA NW IL Literacy Council	X	
McNamara, Thomas Mayor	City of Rockford	X	
Montalbano, Matt	RBC Wealth Management	X	
Nolley, Paul	Project First Rate	X	
Nord, Amy	Belvidere Chamber of Commerce	X	
Ott, Amy	Boylan Catholic High School	X	
Pirages, James	AGHL Law Office	X	
Primus, Troy	AAR Corp	Absent	
Proctor, Jamie	Americold Logistics LLC	Absent	
Riley, Rodney	Board Chairman – Boone County	X	
Ross, Dan	Community Foundation of N IL	X	
Rotello, Frank	Alpha Controls & Services LLC	Absent	
Salazar, Max	Collins Aerospace	Absent	
Schwebke, Casey	Swebco Manufacturing	X	
Spearman, Howard	Rock Valley College	Absent	

Stewart, Amanda	Hughes Resources	Absent	
Wells, Todd	Bourn & Koch, LLC	X	
Zeal, Jeff	IL Dept of Employment Security	X	
Duckett, Ted	IL Dept of Employment Security	Absent	
Geiger, Courtney	Goodwill of Northern IL	X	
McDonald, Karyn	Workforce Connection-Elevate Prog	Absent	
Sims, Tabitha	Rock Valley College	X	
Spain, Mark	Goodwill of Northern IL	Absent	
Story, Jessica	Goodwill of Northern IL	X	
Caronna, Gina Dr	The Workforce Connection	X	
Cornelius, Cathy	The Workforce Connection	X	
Jaquez, Berenice	The Workforce Connection	X	
Huntress, Tina	The Workforce Connection	X	
Oysti, Chris	The Workforce Connection	X	
Rabe, Joan	The Workforce Connection	X	
White, Dan	The Workforce Connection	X	
Guests:			
Bonner, Anthony	Awaken Foundation	X	
Crudup, Jurea	Awaken Foundation	X	
Guerrero, Isaac	Region 1 Planning Council	X	
Reynolds, Tamika	Mt. Zion West	X	
Saccucci, Erica Dr	Rock Valley College	X	

1. Call to Order

- TWC Board at 8:01am
- Chief Elected Officials at 8:02am

Michelle Cassaro, TWC Board Chair
Mayor Thomas McNamara, CEO

2. Roll Call

- TWC Board and there was a quorum
- Chief Elected Officials and there was a quorum

3. Approval of Meeting Minutes

- a) TWC Board Meeting Minutes – 3/19/2024
No comments or corrections noted
Pam Fettes motioned to accept

Michelle Cassaro, TWC Board Chair
Todd Wells 2nd Passed

- b) CEO Meeting Minutes – 3/19/24
No comments or corrections noted
Joe Chiarelli motioned to accept

Mayor Thomas McNamara, CEO
Scott Helms 2nd Passed

4. Approval of CEO Consent Agenda with Agenda Items from the 3-19-24 Board & CEO Meeting-CEO Action Item (Voice Vote)

Joe Chiarelli motioned to approve

Mayor Thomas McNamara, CEO
Rodney Riley 2nd Passed

- 5. Approval of Program Year 2023 Mid-Year Budget Modification Agenda Item from 3/19/24 Board & CEO Meeting – CEO Action Item (Voice Vote)** Mayor Thomas McNamara, CEO
Rodney Riley motioned to approve Joe Chiarelli 2nd Passed
- 6. Approval of Program Year 2024 Memorandum of Understanding (MOU) Update Submission- TWC Board & CEO Action Item (Voice Vote)** Ben Bernsten, Goodwill
Scott Helms motioned to approve Rodney Riley 2nd Passed
- 7. Approval of One-Stop Center Certification Submission – TWC Board & CEO Action Item (Voice Vote)** Michelle Cassaro
Jim Pirages motioned to approve Jeff Zeal 2nd Passed
Joe Chiarelli motioned to approve Scott Helms 2nd Passed
- 8. Approval of Communications and Branding Policy Modification – TWC Board & CEO Action Item (Voice Vote)** Michelle Cassaro
Karen Brown motioned to approve Pam Fettes 2nd Passed
Joe Chiarelli motioned to approve Rodney Riely 2nd Passed
- 9. Approval of Training Provider/Program Approvals and Re-Approvals – TWC Board & CEO Action Item (Voice Vote)** Michelle Cassaro
Amy Ott motioned to approve Pam Fettes 2nd Passed
Scott Helms motioned to approve Rodney Riely 2nd Passed
- 10. Approval of Training Provider/Program Approvals and Re-Approvals – TWC Board & CEO Action Item (Voice Vote)** Chris Oysti
Pam Fettes motioned to approve Dan Ross 2nd Passed
Joe Chiarelli motioned to approve Rodney Riley 2nd Passed
- 11. Finance** Karen Brown, Finance Committee Chair
- Finance Report – April 2024
 - Program Year 2024 Preliminary Budget – TWC Board & CEO Action Item (Voice Vote)
Dan White presented April 2024 Finance Report and Program Year 2024 Preliminary Budget
Pam Fettes motioned to approve Amy Ott 2nd Passed
Scott Helms motioned to approve Rodney Riley 2nd Passed
- 12. Climate& Equitable Jobs Act (CEJA Illinois) Presentation** Dr. Gina Caronna
Dr. Caronna presented the CEJA presentation along with the following:
- Awaken Foundation – Jurea Crudup, Anthony Bonner II
 - Mt. Zion – Pastor Marvin Hightower
 - Region 1 Planning Council – Michael Dunn, Isacc Guerrero, Clara Romeo
 - Rock Valley College - Erica Saccucci, Nate Jordan
 - The Workforce Connection/Goodwill Industries of Northern IL – Courtney Geiger
 - Think Big – Dr. Sheila Hill
- 13. Board Chair’s Remarks** Michelle Cassaro
Tad More Apprenticeship signing June 5th at 1:30
- 14. Executive Director’s Remarks** Dr. Gina Caronna
None

15. Member Comment

None

16. Public Comment

None

17. Adjournment

Bob Guirl motioned to adjourn the meeting	Dan Ross 2 nd	Passed
Joe Chiarelli motioned to adjourn the CEO Meeting	Rodney Riely 2 nd	Passed

Meeting Adjourned at 9:10am

Distributions:

Approval of Actions Items from 3/19/24 TWC Board & CEO Meeting
Memorandum of Understanding Documents
One-Stop Center Certification Document
Policy Title: Communications and Branding
Policy Title: Individual Training Account
Training Program Approvals/Re-Approvals
April 2024 Finance Report Summary
Expenditures by Grant/Funding Stream
TWC Expenditures by Funding Stream
TWC Expenditures by Categories
TWC Personnel & Operating Expenses
Unrestricted Fund Statement of Activities
Summary of Preliminary Budget
Program Year 2024 Preliminary Budget with Comparisons
Administrative Funding Sources & Planned Expenditures
Adult Funding Sources & Planned Expenditures
Dislocated Worker/Trade Program Funding Sources & Planned Expenditures
Board and Staff Operating Budget Program Year 2024 Preliminary Budget