

- Roll Call – Walker called roll and a quorum was not established.

II. Chair's Report

- A. Share Training Program Approvals – Vice Chair Christiansen noted the Training Program approvals since the last Board Meeting being distributed. Christiansen noted that Elgin Community College provided the Board with hard copies of their 2009 Report to the Community and noted Walker will post a link on our website for members to view it as there are not enough hard copies for distribution.
- B. Introduction of New WIB Executive Director – Vice Chair Christiansen introduced Tracy McDonnell to members, the new Executive Director for the WIB.

III. Approval of Minutes

- ❖ January 13, 2010 – minutes were deferred to the next meeting due to quorum not being established.

IV. Old Business

A. Board Ad-hoc Committee Reports

- 1. Strategic Plan – Petrella, new Chair of this Ad-hoc Committee, stated that a draft Strategic Plan was presented to members by their consultant and discussions were held but no action was taken as it was viewed by members as a working document that includes an introduction, purpose, and worksheets. Petrella noted that the consultant, who is working on his Masters at NIU, attended the meeting and discussed the working document with them. Members thought it was a very good starting point, however, a lot more work needs to be done; noted members submitted requests to receive recent report data on specific program activity, more current labor market information, and possible projected data from the State to the new Executive Director, so members can review all of that and then develop a Strategic Plan document. Petrella noted she will be revising the Agenda to make it more current and specific and hopes to meet again very soon.
- 2. Marketing – no report, have not met yet.
- 3. New Business Ventures – no report, have not met yet.
- ❖ Vice Chair Christiansen commented that they have been waiting for an Executive Director to come on board so these Ad-hoc Committees can be developed and noted they are looking for volunteers to chair them and/or become involved in them.

V. Standing Committee Reports

- A. Executive – Vice Chair Christiansen noted that the Executive Committee has not met much as there wasn't much urgency to meet, and they also have been waiting for an Executive Director to commence her duties.
- B. Finance – Christiansen noted the Finance Committee has not met recently, but will be soon.
- C. Service Delivery – No report as the Chair of this Committee was not in attendance.
- D. Youth Council – Chair Von Behren reported that members reviewed Summer Youth Program reports, as well as formula-funded program reports, and a discussion was held on how much is being spent vs. enrollments, as well as performance. Von Behren noted that the RFP committee of the Youth Council approved the issuance of an RFP, "Request for Proposals," for formula-funded WIA year-round services, which is also posted on our website, and will be looking very closely at proposed expenditures against the proposed number of enrollees, as well as past performance if applicable, when reviewing the proposals that are submitted, and noted that a bidders conference has already been held. Von Behren noted the RFP meetings including bidder interviews will be taking place over the next few months and should be wrapped up by mid May, according to the timeline presented, at least we hope to have it wrapped up by then. Von Behren noted that once the Youth allocation amount for PY09 is received, members can meet and make contract amount recommendations.

VI. New Business

- A. Review and Discuss Proposed Contract for Sub-Lessor at 150 S. Lincolnway Office – Christiansen noted that the WIB received a call from Dolan & Murphy noting that ARDMIN Properties contacted them with a prospective sub-lessor for the office space at 150 S. Lincolnway. Christiansen pointed members' attention to the handout that reflects the \$17.25 per square foot (psf) currently paid monthly and the proposed monthly payments of the sub-lessor at \$13.00 psf, leaving a gap of \$4.25 psf a month. McDonnell noted that the \$11, 09.43 amount at the bottom of the handout is \$6.48 psf for eleven months, as well as a two-month rent abatement that they propose, so we can either sub-lease or terminate the lease, and actually it's the same amount either way. Ladner stated knowing the dollar amounts are the

same, asked are there are any fiscal or legal benefits to terminate versus sub-leasing and Von Behren noted that terminating the lease would give us no responsibility and referred to McCraven. McCraven stated as long as the Board approves the termination of the lease, she doesn't see that as a problem as we are not using that space and when the U.S. Department of Labor was here about four or five years ago, the findings on the space that was leased to begin with was too big for the staff that the WIB had at that time, so she doesn't see a problem if the Board approves the termination of the lease with the proposed termination fee. A discussion was held on when the Board needs to provide a response and in the absence of a quorum, the board consensus was to move forward to terminate the lease and that the resolution would be ratified by members at the next Board meeting; members then directed their attention to Resolution 2009-03-22.

- B. Discuss Wrap-up and Transitioning of ARRA Youth Participants in Work Experience – McCraven noted that the work experience portion is due to expire on March 31st, and we have not received word from the State that there is going to be additional funding to run another Work Experience program the way we did last year. McCraven stated that because we haven't received word from the State, we don't know whether or not the Youth that are currently wrapping up on March 31st will either have to be transitioned into for example, a Youth ITA if they are appropriate, regular employment, or be exited from the Program on March 31st, b/c after March 31st, those Youth would become part of the normal performance pool, so that is the transitioning that is going to occur in the absence of notification from the State and a brief discussion was held. McCraven noted for members information that the ARRA Youth Summer Program had two basic components, Youths in the program who would do work experience along with academic portion, or just work experience and the dollars go through 2011, but again, we have not received authorization that we could do the summer programs again like we did last year.

VII. Action Items

- A. Resolution 2009-02-18: Modify First Institute Training and Management's (FITM) PY08 and PY09 DeKalb Award by \$378,512 to provide WIA Title 1 Services. **Vice Chair Christiansen set a motion to the floor to move Resolution 2009-02-18 forward by a consensus of members present and to be ratified at the next Board Meeting. Vice Chair Christiansen asked all in favor? Motion to move forward was carried by unanimous consensus of members present.**
 - ❖ A brief discussion was held and McCraven noted that it was clear that DeKalb has been hit hard by the recession and believes it's important that as long as we have the dollars available, we need to make them available to the people who need to get trained and re-trained.
- B. Resolution 2009-03-21: Approve Modification to WIA Master Budget to bring in line with expenditures and DCEO Policy directives. **Vice Chair Christiansen set a motion to the floor to defer Resolution 2009-03-21 to the Finance Committee. Vice Chair Christiansen asked all in favor? Motion to defer to the Finance Committee was carried by unanimous consensus of members present.**
- C. Resolution 2009-03-22: Approve Proposed Contract for Sub-Lessor at 150 S. Lincolnway Office. **Vice Chair Christiansen set a motion to the floor to move Resolution 2009-02-18 forward by a consensus of members present and to be ratified at the next Board Meeting. Vice Chair Christiansen asked all in favor? Motion to move forward passed by unanimous consensus of members present.**

- VII. Adjournment – Vice Chair Christiansen adjourned the meeting at 9:31 a.m.