

**North Central IL Logistics Council  
Steering Committee Meeting Minutes  
January 6, 2009**

The NCILC Steering Committee meeting was called to order at 8:15 a.m. by Ted VanSickle.

**MEMBERS PRESENT:** Ted VanSickle, Ray Gatza, Boyd Palmer, Tim Robey, Pam Furlan, Kevin Lindeman, Sue Isermann, Tom Spelich

**MEMBERS ABSENT:** DeAnna Carlson, Wally Rakoczy, Jeff Hettrick

**OTHERS PRESENT:** Christine Dahm, Jo Ann Johnson

Website Update

Jo Ann disseminated a printout of the NCILC website noting that it was under construction. Members suggested some corrections to the design and asked Jo Ann to contact DeAnna regarding these changes.

Update about News Tribune Article

Ted informed members that he talked with Jeff Dankert with the News Tribune regarding the logistics articles. Ted told members that Jeff interviewed Ray Gatza and asked for another volunteer to be interviewed by the newspaper reporter. Tim Robey volunteered. Ray commented that some of the questions in the interview he could not answer as they were specific to the future of the logistics industry and he was instructed by the legal department at Advantage Logistics to not answer. Noting that the newspaper has questions regarding the future of logistics, members agreed that the local chamber directors and Pam Furlan would be able to assist them with that information.

Update on Pilot Project

Ted informed members that he met with Ray about taking the lead on the Pilot Project. Pam told members that she has talked with some members and they have agreed to visit the schools. Pam said that Louie Sekula volunteered to go with another member to Mendota High School. Ray Gatza, Tim Robey, Bruce Lamps and Tom Spelich have agreed to visit LaSalle-Peru High School. DeAnna Carlson and Ray Gatza agreed to visit Hall High School. Ray said that he would also visit Mendota High School. Boyd Palmer agreed to visit Ottawa High School. Wally Rakoczy had said that he would visit Streator High School, but his schedule will not allow him to attend meetings until the spring, so Pam noted she would check with him regarding the school visits. Jeff Hettrick volunteered to visit Streator High School. Ted stated that visits have already been done with Princeton High School, Hall High School and Bureau Valley.

Ray Gatza suggested a meeting be held with all volunteers so that everyone is sharing the same message to the students. It was agreed that a brief meeting will be held immediately following

the January 15<sup>th</sup> NCILC Meeting. Pam said that she would contact Jeff, Louie and DeAnna regarding this meeting. Ted will email Ray the outline that he used for the presentation.

#### Review Future Logistics Council Meetings

Sue Isermann provided the meeting locations at IVCC for the upcoming NCILC Meetings. January – Fireplace Lounge (B216); February through May – C-316; June – Fireplace Lounge. Sue said that the remaining calendar was not yet available. She said that she has arranged for the projector, computer and screen for the January 15<sup>th</sup> presentation and will order the food on Monday. As for parking, Sue told members that Lot 1 has parking stalls marked for visitors. She said that Lots 2, 3, 4 and 5 may also be used. Kevin said that he will include a map of the parking and facility with the meeting materials.

Pam informed members that Mike Neubauer, Regional Director for Human Resources, Advantage Logistics, will make a presentation on Recruiting & Retaining Hourly Employees at the January 15<sup>th</sup> meeting. She said that she has confirmed with Mr. Bill Gahlberg for the February 10<sup>th</sup> meeting. Pam said that she discussed with Mr. Gahlberg about local elected officials and media being invited to the February meeting. She said that Mr. Gahlberg was receptive to having these individuals present.

Suggestions for upcoming meetings were then discussed. Members asked Pam to contact Bob Smith with Prairie Transportation. Another suggestion was to have an economist. Members discussed some possibilities and Sue stated that she would check with an individual that works at IVCC to see if he would be interested.

#### Schedule Transition Task Force Meeting

Pam informed members that IVCC will host the NCILC meetings and Sue's staff will alternate taking the minutes and email them to Kevin. BEST/NCI Works will continue to do the NCILC Steering Committee meetings. IVCC will sponsor the January meeting by providing refreshments. North Central IL Council of Governments will do the mailings for meetings – this includes both by regular mail and email. Pam continued that at this time, duties are divided up.

Members then discussed recruiting for sponsors for the NCILC Meetings. This would include providing the refreshments at the meetings. Kevin said that he would develop a sign-up sheet for the NCILC meeting so that businesses could sign-up to sponsor a meeting. Kevin said that NCICG will sponsor the February meeting and Ray said that Advantage Logistics will sponsor the March meeting.

#### NCILC Questionnaire Update

Kevin informed members that he had no update regarding the questionnaires. He will compile the results and have them available at the next Steering Committee meeting.

### Other Business

Sue Isermann informed members that there is one person enrolled in the Warehousing Course at IVCC. Sue also informed members that she and Jamie met with a representative of Goodwill Industries and IVCC will be utilizing some of their warehouse section of their new facility in Peru.

Pam informed members that the project with Ottawa High School and PetsMart seems to be on hold. She said that Tom Ziel with Ottawa High School indicated that he would write the proposal after the first of the year. Pam said that she will be following up with Tom within the next few days.

Boyd Palmer suggested that Kohl's Distribution in Ottawa be contacted regarding the NCILC. Pam asked Ray Gatza to contact them about the NCILC and possibly a tour of their facility. Ray agreed.

Kevin Lindeman stated that NCICG will assist with the website and said that he would contact DeAnna to arrange a meeting.

### Adjournment

With there being no further business, the meeting was adjourned at 9:30 a.m.

Jo Ann Johnson

**NORTH CENTRAL IL LOGISTICS COUNCIL STEERING COMMITTEE**  
**January 8, 2008**

**MEMBERS PRESENT:** Jeff Hettrick, Boyd Palmer, Ray Gatza, Tim Robey, Bruce Lamps, Ted VanSickle, Wally Rakoczy, DeAnna Carlson, Pam Furlan

**MEMBERS ABSENT:** Sue Isermann, Jennifer Hartt, Angela Kusnerick

**OTHERS PRESENT:** April Casey, Jo Ann Johnson

The meeting was called to order at 8:15 a.m. by Ray Gatza.

Pam disseminated copies of a draft of the NCILC brochure. She said that it was in a draft form and if anyone had any changes to let her know. Pam said that the brochure is a work in progress and can be updated at any time. Members offered some changes and asked that it be disseminated at the meeting next week.

DeAnna Carlson said that the DVD (English) is completed and it has been translated into Spanish. The Spanish version of the DVD is complete but she is waiting for the insert to be translated. DeAnna asked members about the quantity to be duplicated.

Pam Furlan informed members that funds from the NCI Works grant will be available to pay for the domain name and website hosting for one year. April Casey will coordinate this effort with Jo Ann to accomplish this task.

Members then discussed future funding for the Logistics Council. Jeff Hettrick shared with members what the Will County Logistics Council looked at when they started. He said that they looked at federal grants, state grants, economic development groups and private industry grants. Jeff stated that the Will County Logistics Council receives their funding from the Will County Center for Economic Development who got their funds through fundraising efforts. Members then discussed possible ways to continue the Logistics Council once NCI Works no longer staffs the Council. Jeff offered to look at funding options and bring back to the Steering Committee.

Pam Furlan stated that the News Tribune contacted her for names and phone numbers of Steering Committee members. Members stated that News Tribune staff had called, but they were not able to connect. It was agreed that Pam would follow up with the News Tribune and invite them to the next Council meeting.

Members then talked about different articles about logistics that had been published in The Times.

Ray Gatza told members that Kathy Glascock informed him that 6 new students were enrolled in the Warehousing & Distribution Program.

Jeff Hettrick commented that at the November Steering Committee meeting, the reporter from the News Tribune said that the newspaper continues to receive calls asking what goes on in those big boxes. Jeff stated that the articles for the News Tribune will answer those questions that they receive.

DeAnna asked about the duplication of the DVD and how it would be paid for. April Casey informed members that to duplicate the DVD and the printing for the packaging of the DVD would cost approximately \$25.00 each for 250 copies. Ray Gatza stated that Advantage Logistics is interested in 200 copies, but he did not require all of the packaging. Members then discussed other options for duplicating the DVD. Ray said that he would contact Kathy Glascock to see if IVCC had equipment available to duplicate the DVD as a donation.

Pam asked members if they would like to disseminate copies of the Pilot Program Proposal to the Guidance Counselors next week. Members agreed to provide attendees with copies of the proposal.

Pam suggested for the meeting next week that the agenda be reversed to allow for the business and updates to be held first with the viewing of the DVD and discussion with the Guidance Counselors to start around 8:30. Members agreed.

Ray stated that he will contact Kathy Glascock and invite the Guidance Counselors from IVCC to the meeting next week. It was also suggested that a follow-up call with the local chambers be done encouraging them to attend the meeting.

Ray asked members if anyone has further researched or started to provide WorkKeys as an assessment tool. Members agreed that it was a good tool to use, but have implemented it. Pam stated that the BEST staff did some extensive research on WorkKeys and found it to be a very sophisticated tool which requires a lot of staff training on a continual basis.

The February 21 meeting was then discussed. It was noted that the agenda said February 12<sup>th</sup> instead of the 21<sup>st</sup>. February 12<sup>th</sup> is the Steering Committee Meeting with February 21<sup>st</sup> being the full Council meeting. Boyd suggested that Bob Smith be invited for the February meeting. Pam said that she would give him a call today. Boyd stated that he talked with Mr. Gahlberg recently and he recently purchased more property in the Utica area, and when he has something to announce for our area he will make a presentation to the Council.

DeAnna shared with members about the growth occurring in the Seneca area. She said that it would be interesting to hear from someone from that area. Boyd agreed noting that there is resistance of the growth occurring in Seneca from the landowners.

It was agreed to ask Bob Smith to present at the February meeting and a representative from the Seneca area at the March meeting. Pam shared with members about her discussions with local legislators and their interest in coming to a Logistics Council meeting to discuss what is happening in the Logistics field from their perspective as well as allow members to provide feedback to the legislators. Members concurred and agreed to try to schedule this meeting for June. Ray said that he will contact TLC for the April meeting. Members were asked to think of a program for the May meeting.

With there being no further business, the meeting was adjourned at 9:03 a.m.

Jo Ann Johnson

**NORTH CENTRAL IL LOGISTICS COUNCIL STEERING COMMITTEE**  
**February 12, 2008**

**MEMBERS PRESENT:** Boyd Palmer, Ray Gatza, Tim Robey, Wally Rakoczy, DeAnna Carlson, Pam Furlan

**MEMBERS ABSENT:** Sue Isermann, Bruce Lamps, Ted VanSickle, Jeff Hettrick

**OTHERS PRESENT:** Rosalyn Pigati, Patti Lunn, Jo Ann Johnson

The meeting was called to order at 8:15 a.m. by Ray Gatza.

Ray opened the meeting with discussion regarding the DVD and website. Ray commented that he received his copy of the DVD and it played very well. He said that he and the general manager from the WalMart DC will be making a presentation about the logistics industry at the IL Valley Area Chamber of Commerce on Wednesday. DeAnna stated that they chose not to continue with the Spanish version due to time and expense. Pam asked DeAnna for permission to send a copy to the IL Dept. of Commerce & Economic Opportunity (IDCEO) for viewing. Pam stated that IDECEO established a Task Force to promote careers in logistics, manufacturing and health care. DeAnna did not see a problem in sending the DVD to the IDECO.

Next, DeAnna presented a handout with an outline for the website pages and asked for volunteers to write the text for the various pages. DeAnna volunteered PDQ to develop the website. Noting that this topic would require some discussion time, Pam asked if members could move forward on the agenda to get input from Rosalyn Pigati and Patti Lunn regarding the pilot project.

Patti stated that she thought about a junior achievement type of program that will work with the students and discuss various topics. She said that she also gave thought to the teacher in industry program.

Ray stated that Advantage Logistics did Jr. Achievement with 7<sup>th</sup> and 8<sup>th</sup> grades and did not have much success. He stated that the students were disrespectful and it was difficult to get their interest.

Patti noted that the students she was referring to would be from the upper level (9-12).

When asked how the logistics council can get this information into the schools, Roz explained that for the most part you are dealing with students who don't have a vision as to where they are going. She said that students in the 9<sup>th</sup> – 12<sup>th</sup> grades have grandiose plans. Overall, Roz said that they plan on making lots of money. She said that it is in their senior year that most of them come to a realization that some of these big plans are beyond them either financially or intellectually. Roz said that it is at that time they reduce their expectations for their future life. Both Roz and Patti agreed that the Logistics Council should talk to the seniors. They said that the younger students would not pay too much attention because socialization is most important to them at that age. They suggested talking with students in a small group, similarly with how the military recruiters do. Roz did tell the committee members promotional items are what will get the students to the tables to talk with them (i.e., free pencils, etc.).

A lengthy discussion followed regarding how to get into the schools to talk with the seniors and what type of materials would be beneficial to the students. Roz suggested that committee members provide a

table in the cafeteria during the schools lunch break maybe twice a year. Once in the beginning of the school year and once at the end of the school year. Boyd Palmer noted that some type of marketing materials such as banners, flags, etc. would need to be developed to attract students to the table. Roz and Patti agreed noting that when the military recruiters visit the school they bring all that type of materials. Roz also suggested that the DVD run on a continual basis and that members bring someone that the students can relate to. Boyd suggested a “what to do next” handout that would provide students information about entry level jobs, career advancements, etc. Roz also suggested that salary and benefits be included in a handout similar to a flow chart. She cautioned members that generally they are only provided about 30 minutes to meet with students, so the more that they can compact the information, the better.

Job shadowing was also discussed. Roz stated that job shadowing starts in the junior year and Hall High School has many students who are interested but they are in the attorney, veterinary, etc. fields. She said if a logistics/distribution company was interested in job shadowing that it could be worked out. Ray Gatza stated that he would be willing to provide a tour for students so that they could see first-hand how a logistics/distribution center operates. Members discussed how the mentality of people towards the warehousing industry has not changed in many years. Roz stated that some of the negativity towards those types of careers comes from their parents or home environment. Roz continued by saying that tours for specific classes (business, cooperative education, etc.) would be beneficial.

Members then discussed with Roz and Patti the logistics of their visit to the schools. It was agreed that a handout would be developed to acquaint students to the various opportunities in the logistics/warehousing industry. It was also suggested the logistics council coordinate the visits so that representatives are not bombarding the schools all at once. Roz suggested that the same representatives attend the schools for consistency.

Patti provided members with a handout of the schools in the district along with contact information.

The Teacher in Industry program was then discussed. Roz explained to members that in previous years, SRAVTE ran a similar program for the construction/trade unions and hospitality/tourism. She said that teachers were afforded the opportunity to work in one of these industries for 3 days and learn about the skills needed for the various jobs within that industry so that teachers could bring the information back to students. She said that the program was very successful.

Roz also suggested that the Logistics Council request to present at the Regional Office of Education’s in-service training that is scheduled in October. She said that would provide a great opportunity to teachers to tour a facility and learn about the various components within the logistics industry. Pam will contact Regional Offices of Education about this matter.

Members thanked Roz and Patti for providing them with information about getting into the schools. Pam asked if they would be interested in reviewing the handout when completed and they agreed.

Next the committee talked about the Website development. After discussion, Pam suggested that BEST provide PDQ with the information that is available and that volunteers be recruited at the February 21<sup>st</sup> meeting to continue with page development and upkeep.

Pam informed members that Mr. Tom Spelich will be the speaker for the February 21<sup>st</sup> meeting. For the March meeting, Pam was asked to contact Mr. Brian Watt who is an intermodel facilitator. Ray announced that the April meeting will consist of a tour of the TLC in Rochelle.

The next meeting of the Steering Committee will be March 11th, 8:15 at the BEST Office in Peru.

With there being no further business, the meeting was adjourned at 9:36 a.m.

Jo Ann Johnson

**NCILC Steering Committee  
Meeting Minutes  
March 11, 2008**

MEMBERS PRESENT: DeAnna Carlson, Bruce Lamps, Ted VanSickle, Sue Isermann, Boyd Palmer, Tom Spelich

MEMBERS ABSENT: Ray Gatza, Wally Rakoczy, Tim Robey, Jeff Hettrick, Pam Furlan

OTHERS PRESENT: April Casey

Update on DVD & Website

DeAnna stated that courtesy copies of the DVD have been distributed. She said that she is working with some local libraries to hold a forum to present the DVD to the adult population.

April Casey informed members that she researched various templates for the NCILC website and stated that they were not flexible to work with. She suggested that she design the website using the same color scheme as the logo. Members agreed. April said that her plan is to have a draft of the website for members to review at the next Steering Committee meeting, but did ask members for their input regarding the number of pages, etc. After discussion the following was agreed to:

Home page will include mission statement, history, contact information and geographical information.

- ❖ Contacts will be Ted, Ray and Pam
- ❖ One page will be identified as “initiatives”. That will include the movie, brochure, minutes, pilot project updates, meeting dates)
- ❖ One page will be identified as “members”. This will include the complete membership (mailing) list for the NCILC. Those members who have signed up for 6 months free advertising will be identified through a link to their company.
- ❖ One page will be identified as “affiliates”. This will be linked to professional related organizations, Will County Logistics Council, I-39 corridor, chambers, NCI Works, etc. Boyd agreed to compile a list of affiliates and will send to Jo Ann.
- ❖ One page will be identified as “spotlight”. It was agreed that a member would be identified each month. It was agreed to begin with the Steering Committee members and Pam (and Jo Ann) will be asked to coordinate this project. Members were asked to bring in photos of the buildings to the next Steering Committee meeting.

Sue suggested that the website include a search technology for both inside and outside the website.

DeAnna asked that the information be ready by the next Steering Committee meeting (April 8<sup>th</sup>) so that the website can be completed by May 31<sup>st</sup>.

### News Tribune Article

Ted informed members that he has not heard anything from the News Tribune regarding the series of articles that they were going to publish. Ted asked Jo Ann to get him the contact information and he will follow-up with them.

### Pilot Project

Ted stated that he has been contacted by a few different schools and will be meeting with them face-to-face. He also asked about promotional materials. DeAnna stated that she had a name of a sign company that produces them quickly with good quality. DeAnna will get Ted the information to look into.

Ted then asked about the "What To Do Next" handout. DeAnna stated that it was in the DVD. Members discussed IVCC providing a handout on the course curriculum to give to students. Ted also asked about the status of the career progression flow chart and was informed that Ray was working on it. Ted said that he will follow-up with Ray.

Ted said that he does not have dates set to visit the schools, but now that the DVD is available he can start scheduling. Sue said that she would have copies of the curriculum and schedule available at the March 20<sup>th</sup> meeting.

Boyd told members that Ray is making a presentation at the Rotary next week. Ted said that he is going to Princeton High School later this morning to talk with the Guidance Counselors.

### March 20<sup>th</sup> Meeting

Ted said that Brian Watt is confirmed to speak at the March 20<sup>th</sup> meeting. Reviewing the agenda, Ted said that DeAnna will provide an update on the website. He will provide an update on the Pilot Project and News Tribune Article. It was requested that Dianna Schuler with BEST, Inc. and the NCI Works Business Services Team provide information about Incumbent Worker Training. Members agreed.

### April 17<sup>th</sup> Meeting

Boyd asked about transportation to the TLC in Rochelle. Sue Isermann stated that she would see if the IVCC bus and/or vans are available. Members stated that they would like to carpool and asked Jo Ann to get specific directions and logistic information from Ray to share with members at the March 20<sup>th</sup> meeting. It was also suggested that a sign-up sheet be available.

### Best Practice Presenters

Jo Ann was asked to send an email to those members who indicated that they would provide best practice information at a meeting to verify their topics.

### Future Meetings

Boyd asked for Pam to contact Bob Smith about making a presentation at the August or September meeting.

DeAnna suggested Ken Spirito with the Peoria International Airport make a presentation about the Port Authority. Tom Spelich stated that there is also an Illinois Valley Port Authority but was not familiar with a contact person. Bruce said that he has a contact with the Rockford Airport which is a hub for UPS. It was agreed that DeAnna and Bruce would coordinate to work on presentation by the Peoria and Rockford airports for the fall.

Jo Ann was asked to review past minutes for the June meeting as members thought they indicated they would like to invite the legislators for that meeting.

Members also discussed about not having a July meeting.

#### Next Meeting

It was noted that the next Steering Committee meeting will be April 8<sup>th</sup>.

Meeting adjourned at 9:20 a.m.

Jo Ann Johnson

**NCILC Steering Committee  
Meeting Minutes  
April 8, 2008**

MEMBERS PRESENT: DeAnna Carlson, Ray Gatza, Ted VanSickle, Jeff Hettrick, Pam Furlan, Boyd Palmer, Tom Spelich

MEMBERS ABSENT: Bruce Lamps, Sue Isermann, Wally Rakoczy, Tim Robey

OTHERS PRESENT: April Casey

Review of Brochure

Members reviewed the materials that Pam sent them via email members made a few corrections. Pam said that Jo Ann will put this document in a brochure format and send out to members for their final review and comments.

Logistics Presentation

Ray Gatza provided members with an overview of the presentation that he makes about the NCILC and the logistics industry to groups and schools. He asked members for their honest feedback about the presentation. Ray asked for volunteers to make presentations to various groups. He said that members were welcome to use his presentation and/or incorporate their local business into the presentation. Ray commented that he will need to include Lee County information into the presentation, but at this point, he did not have anything available to include. Jeff Hettrick stated that he would volunteer to partner with either Ray or Ted to make a presentation in the fall. Deanna Carlson and Tom Spelich also volunteered commenting that they would like to partner with Ray or Ted for the initial presentation. Members stated that Tim Robey had volunteered at an earlier meeting to make presentations.

Ray said that his presentation starts with the viewing of the DVD. Then he begins his presentation and ends with a segment from 60 Minutes and if time allows, a presentation about 212 Degree.

Ray then presented his slide show presentation about the NCILC and the logistics industry.

After the viewing members discussed how they could personalize it to their own businesses and complimented Ray on the presentation.

Jeff Hettrick commented that the rail project in Seneca is coming closer to reality. He said that the new rail yard will put containers closer to Route 80 and it may be a benefit to logistics companies in the Illinois Valley area.

Pam Furlan stated that she did not get Brian Watt's presentation via email and will follow-up with him.

Update on DVD & Website

April Casey and DeAnna Carlson then provided members with a viewing of the NCILC Website. Pam will provide DeAnna with the list of companies that guarantee those students who successfully complete the Warehousing & Manufacturing Distribution Certificate Program an interview. Ted has some information that he too will provide to DeAnna later today.

DeAnna stated that they would like to finalize the website by May 31<sup>st</sup> so that it can be presented at the June Steering Committee Meeting.

#### News Tribune Article

No update was provided.

#### Pilot Project

No update was provided.

#### April 17<sup>th</sup> Meeting

Members discussed carpooling arrangements for the tour of the April 17<sup>th</sup> Meeting. The April 17<sup>th</sup> meeting is being held at TLC in Rochelle. Ray said that the tour will be about an hour and a half. It was agreed to leave the Kmart parking lot in Peru at 7:00 a.m. and the Mendota Civic Center parking lot at 7:20 a.m. This will ensure arrival in Rochelle by 8:00 a.m. Ray asked Jo Ann to provide him with numbers in attendance by Monday, April 14, 2008.

#### May 15<sup>th</sup> Meeting

Members were reminded that Rosalyn Pigati will present WorkKeys at the May 15<sup>th</sup> Meeting. Pam said that she will contact the local legislators for the June meeting and understands that there will not be a July meeting. DeAnna provided the information for the presenters for the November meeting. DeAnna also suggested a possible presenter for August who talks about how to save energy in facilities. She suggested that the presenter on saving energy could be paired with a speaker about the UPS Going Green campaign. She will provide the information to Pam.

Jeff Hettrick stated that DCEO will be rolling out some programs to fund energy assistance programs. Pam stated that she would look into that project.

#### Best Practice Presenters

Ted VanSickle provided members with a handout listing all of the members who volunteered to do a best practice at future meetings. He asked members to review and bring to the next meeting.

#### Future Meetings

As stated earlier, Rosalyn Pigati will make a presentation on WorkKeys at the May meeting. It is anticipated that the local legislators will be invited for the June meeting and there will be no meeting in July. DeAnna provided the information for the presenters for the November meeting. DeAnna also suggested a possible presenter for August who talks about how to save energy in facilities. She suggested that the presenter on saving energy could be paired with a speaker about the UPS Going Green campaign. She will provide the information to Pam.

Jeff Hettrick stated that DCEO will be rolling out some programs to fund energy assistance programs. Pam stated that she would look into that project.

Next Meeting

The next Steering Committee meeting will be May 6<sup>th</sup> with the full Board Meeting on May 15<sup>th</sup>.

Adjournment

With there being no further business, the meeting was adjourned at 9:10 a.m.

Jo Ann Johnson

**North Central Illinois Logistics  
Steering Committee Meeting  
May 6, 2008**

The meeting was called to order at 8:15 a.m. by acting Chairman, Tim Robey.

**MEMBERS PRESENT:** Tim Robey, Boyd Palmer, DeAnna Carlson, Sue Isermann, Jeff Hettrick, Tom Spelich

**MEMBERS ABSENT:** Pam Furlan, Wally Rakoczy, Bruce Lambs, Ray Gatza, Ted VanSickle

Update about DVD & Website

DeAnna reported that the website development is progressing well. She said that April has collected about 99% of the data and is planning to present it to the Steering Committee and the June meeting. DeAnna stated that minor revisions could be made after the preview.

Regarding the DVD, DeAnna stated that she is scheduled to make a presentation to the Spring Valley library on May 8 and to the LaSalle library on May 13. She said that the presentation she did at the Princeton library went well and it included a mix crowd of individuals. DeAnna said that Princeton library asked her to come back to make a presentation during the day, but that has not been scheduled yet.

Update on News Tribune Article

With the absence of Ted, members were not able to hear about an update on the article for the News Tribune. DeAnna said that she would contact the Bureau County Republican about doing an article.

Update on Pilot Project

Tabled until next meeting when Ted could provide an update.

General Logistics Industry Brochure

Members reviewed the brochure that was included with their materials. Members recommended that the website and contact information be provided on the front of the brochure. Members were reminded that the brochure was developed for the logistics occupation and not for NCILC. They stated that it was important to have contact information on the front cover so that people did not have to search for it. Other changes in the text were also made.

Discuss and Review May 15<sup>th</sup> Logistics Council Meeting

Members were informed that Rosalyn Pigati would make a presentation on WorkKeys.

Discuss and Review June 19, 2008 Logistics Council Meeting

Members were informed that the State Representatives and Senators were invited to speak at the June 19<sup>th</sup> meeting. Members then suggested that another plan to consider should the legislators be in session. Members were informed that Reed Wilson would be there for Jerry Weller and that Senator Dahl has confirmed. After discussion, members agreed that if the legislators themselves would be there that no other presenter would be needed for the June meeting. However, if their aids would be representing them, that they would like another speaker. Members suggested that Kevin Lindeman be asked to make a presentation about the growth going on

in the local area, should another speaker be needed. Members asked if Pam could contact Kevin and give him a heads-up.

### Best Practices Presenters

Members were informed that the list was provided in the meeting materials. Sue Isermann stated that she would provide a best practice at the May meeting. It was agreed that no best practice would be shared in June. Members will review the list and select a best practice topic for the August meeting at the next Steering Committee meeting.

### Future Meetings

Members reviewed the meeting schedule for the year. Jeff Hettrick said that he and Pam had talked about Glen Mazur, an energy expert with Joliet Junior College presenting at the August meeting. Jeff said that he would follow-up with Glen.

Members discussed having a presentation about rail usage. Tom Spelich said that he would contact some individuals about making a presentation in September or October.

DeAnna stated that she is getting information about the UPS Growing Green driving practices and hopes to line up a presenter for the fall.

Jeff Hettrick suggested a presentation, or best practice, on saving fuel. He said that US Food Service is taking strides in this effort and recommended that Wally Rakoczy do a best practice at a meeting where this topic would be applicable.

Jeff continued by saying that ComEd is now using Soy Diesel in their fleet and although it's an interesting topic it is still somewhat controversial.

Boyd asked that Pam contact Bob Smith to schedule him for the fall. Boyd said that he talked with Mr. Smith and they have big changes in their operations and he is interested in sharing them with the NCILC.

### Other

DeAnna told members that she and Ted went on a Sheridan prison tour and were impressed with the program taught by Keith Stevenson. One project that Keith needs assistance in, DeAnna said, was soft skills. DeAnna asked that Pam contact Keith to see if BEST could somehow assist him with their Soft Skills program.

Jo Ann shared with members that the NCILC is getting visibility and that Pam received 2 requests this past week to be added to the membership list.

Jo Ann also reminded members to be thinking about transiting out on their own.

Members agreed that there will not be a Steering Committee in July.

With there being no further business, the meeting was adjourned at 9:10 a.m.

Jo Ann Johnson

## **NCILC STEERING COMMITTEE MEETING MINUTES**

**MEMBERS PRESENT:** Tom Spelich, Boyd Palmer, DeAnna Carlson, Bruce Lamps, Pam Furlan, Wally Rakoczy

**MEMBERS ABSENT:** Ray Gatza, Ted VanSickle, Sue Isermann, Tim Robey, Jeff Hettrick

**OTHERS PRESENT:** April Casey

Tom Spelich informed members that Carl Gregorich with the Burlington Northern Santa Fe (BNSF) railroad has agreed to make a presentation at the September Meeting. Tom provided handouts from the National Midwest Association of Rail Shippers Conference that he attended in January and shared some of the conference highlights with members. He asked members for suggestions of topics that Mr. Gregorich could discuss at the September meeting. Members suggested that Mr. Gregorich could talk about high volume shipping vs. low volume shipping and various options for shipping rates.

Bruce Lamps informed members that he has made contact with a representative of the Rockford Airport and she is also interested in making a presentation to the NCILC.

### Website Update

April Casey presented to members the NCILC website design. She disseminated information about advertising on the website and stated that she currently has 3 spotlights and would like to get 3 more. DeAnna told members that she would like to link to all members websites on the NCILC website and asked how the information could be obtained. It was suggested that information be provided to members in the meeting notice mailing so that members could provide the information to April. Pam Furlan noted that BEST is in the process of hiring an NCI Works clerical individual and perhaps s/he might be able to look up website addresses of NCILC members.

April commented that the money from the advertising on the NCILC website will help pay for running the NCILC. She said that it has not yet been determined how advertisers would pay for the advertising.

It was agreed that NCILC Website Advertising Rate sheet and the sign-up sheet for 6-months free advertising would be provided to all members at the June meeting.

### Update about News Tribune Article

In the absence of Ted VanSickle, no report was provided.

### General Logistics Brochure

Pam commented that Jo Ann needed to check with Jeff Hettrick about a change in the brochure. Otherwise, no other corrections were received.

### Update on Pilot Project

Ted VanSickle was not present to provide an update on what he was working on. However, DeAnna Carlson informed members that she contacted the Bureau County Republican and Peoria Journal Star

about running the DVD Article and NCILC Press Announcements/Releases. She also said that she has been contacted by Luanne Lenzie about being on her WLPO Radio show.

#### Discuss and Review June 19<sup>th</sup> NCILC Meeting

Pam Furlan informed members that confirmations were received from Senator Gary Dahl, Representative Frank Mautino, Representative Robert Pritchard and Reed Wilson with Congressman Jerry Weller's Office for the June 19<sup>th</sup> Meeting. Members then discussed the format for the meeting. It was agreed that the panel would be asked to make an opening statement about their thoughts and perspective on the logistics industry as a whole. They stated that this would provide the background for comments or questions from members. Members also stated they would like to hear their views on the lack of a Capital Bill, workers compensation and employee health care costs. Members agreed to dispense of all other business and updates to allow for ample time with the legislators.

#### Discuss and Review Future Meetings

Pam stated that Glen Mazur, an energy expert with Joliet Junior College will present at the August 21<sup>st</sup> meeting. Wally Rakoczy agreed to do the Spotlight for the August meeting.

DeAnna stated that she has not received a call back about the UPS Going Green program. Pam stated that she has a contact with the Department of Commerce & Economic Opportunity who might be willing to make a presentation on grants for businesses that target Going Green. Pam was asked to make that contact for the October meeting. Members then reviewed the upcoming meeting schedule: August – Glen Mazur; September - Carl Gregorich with the Burlington Northern Santa Fe (BNSF); October – IL Dept. of Commerce & Economic Opportunity; November – Mr. Ken Spirito, Peoria Airport.

With there being no further business, the meeting was adjourned at 9:08 a.m.

Jo Ann Johnson

**North Central Illinois Logistics Council  
Steering Committee Meeting  
August 12, 2008**

Ted VanSickle called the meeting to order at 8:15 a.m.

**MEMBERS PRESENT:** Tim Robey, Boyd Palmer, DeAnna Carlson, Ted VanSickle, Pam Furlan and Tom Spelich.

**MEMBERS ABSENT:** Sue Isermann, Jeff Hettrick, Ray Gatza, Bruce Lamps

**OTHERS PRESENT:** April Casey, Lynn Prostko

DVD & Website Update

DeAnna Carlson told members that Joliet Junior College Workforce Development is in the process of applying for a Department of Labor grant regarding offering online TWL courses and they are looking for companies to partner with. She said that she will contact Joliet Junior College and offer to provide information about the NCILC and show the DVD. DeAnna also said that she will contact the Joliet Herald about the DVD Press Release.

DeAnna told members that the website, [www.NCILC.com](http://www.NCILC.com), is online. The only part that is not completed is upcoming meetings and minute information. April Casey will work with Jo Ann to get that page completed. DeAnna asked members for permission to put a tagline on the NCILC website giving credit to PDQ for the development of the website. Members totally agreed and thank DeAnna and April Casey for their work in the development of the website.

Next, DeAnna asked members about the advertising on the webpage. Members agreed to offer free advertising until December 31, 2008. Costs for advertising were then discussed. DeAnna stated that the material had been presented to members but no decision had been made. It was agreed to present the information to members and ask for a decision so that rates could be effective January 1, 2009.

Members then discussed how the website would be maintained. DeAnna and April provided an overview of what an individual would need to do to keep the website updated. April stated that she would give the Council a cost of what it would take for her business to keep the website updated. Members asked that she do so. DeAnna stated that Member Spotlights have been received from ArcelorMittal, PDQ and Boelk Trucking. She encouraged members to submit their spotlight articles for future use. It was noted that a transitional meeting was necessary to determine who would keep the website updated, accept the money for advertising, etc.

It was agreed that meeting information will be posted to the website instead of being emailed or sent to members.

Update about News Tribune Article

Ted VanSickle told members that he contacted the News Tribune and some of the individuals involved with writing the series of articles are no longer with the News Tribune. Therefore, he told members that it does not look like the News Tribune will be writing the articles. He said that he would be willing to write the article(s) if they would publish it and if the members wanted him to pursue it. Members

offered their assistance in providing information towards the article. DeAnna stated that she had a database with all newspaper and radio stations in Illinois as well as trade journals and magazine media also.

#### Update on Pilot Project

Ted said that he has talked with Rosalyn Pigati and will finalize some schedules with her for the pilot project at Hall High School. Ted asked for volunteers to go to the high school with him. DeAnna said that she would help. Jo Ann reminded Ted that at one meeting a list was collected of other members who volunteered and she would bring that to the meeting next week.

#### General Logistics Industry Brochure

Members were informed that the General Logistics Brochure was provided for information. Copies will be made available at the NCILC Meeting next week.

#### Discuss and Review August 21, 2008 Logistics Council Meeting

Members then discussed the program for the August 21, 2008 Meeting. Tom Spelich said that Carl Gregorich is confirmed to speak at the meeting and verified topics he should address. Members suggested that he address trends in rail transportation, basic information about moving on rail, how to set up accounts and different tributaries as to how freight goes on rail.

It was agreed that Louie Sekula would be asked to provide a best practice for the August 21<sup>st</sup> meeting.

#### Review Future Meetings

Pam informed members that Glen Mazur, with Joliet Junior College will speak on energy efficiency at the September 18<sup>th</sup> meeting.

For the October 16<sup>th</sup> meeting, Pam stated that she talked with a representative from the Department of Commerce & Economic Opportunity (DCEO) about doing a presentation about grants. She was informed that DCEO provides grants for non-for-profits and government and not businesses. However, Tom suggested Anthony Maietta from the US EPA be invited to discuss their clean diesel initiative and the regulations coming down the line as far as ultra low sulfur diesel and emissions plus the grants available for implementation and new technology and complying with the new standards. Tom said that he talked with Mr. Maietta, and he would be willing to make the presentation at the NCILC Meeting. Pam suggested that Jeff Hettrick be contacted about grants available through Com Ed for businesses. DeAnna stated that she may have a contact at AmerenIP also. Members asked Pam to contact Jeff about Com Ed providing information on grants available for businesses.

DeAnna confirmed that the speakers for the November 20<sup>th</sup> meeting will be Mr. Ken Spirito with the Peoria International Airport and Mr. Steve Jaeger with the Peoria Port Authority. DeAnna asked that meeting notices be forwarded to businesses along the river. Tom Spelich commented that he has already mentioned this meeting to Mertel Gravel and will provide Jo Ann with the information of the other companies.

### Schedule Best Practices Presenters

Tom Spelich stated that he would contact Louie Sekula to present a best practice at the August meeting. Wally Rakoczy volunteered to present a best practice for October. Ted stated that someone will need to be sought for September.

### Open Topics

No one had any Open Topics to present but suggested that the speakers focus on topics of interest to members.

### Next Steering Committee Date

Members were reminded that September 9<sup>th</sup> is the next Steering Committee meeting, at 8:15 a.m. at the BEST, Inc. office in Peru.

### Other Business

Ted reminded members that within the next few months there will be a transition of the Council and that BEST will no longer be providing staff support. Pam informed members the tasks that are involved in planning and preparing for meetings. Pam suggested that the Steering Committee dedicate a meeting to preparing for the transition.

Ted handed out information about an upcoming Logistics Conference and asked Jo Ann to include it with the meeting materials.

Ted informed members that he will be attending a round table sponsored by the Quad City Logistics Council.

### Adjournment

With there being no further business, the meeting as adjourned at 9:00 a.m.

Jo Ann Johnson

**North Central IL Logistics Council  
Steering Committee Meeting  
September 9, 2008**

The North Central IL Logistics Council Steering Committee meeting was called to order at 8:15 a.m. by Ted VanSickle.

**MEMBERS PRESENT:** Ted VanSickle, Ray Gatza, Boyd Palmer, DeAnna Carlson, Tim Robey, Jeff Hettrick

Website Update

DeAnna informed members that the NCILC website is completed and that any future correspondence should be directed to April Casey at iFocus2. Ted told members that he has requested a proposal from April in regards to maintaining the NCILC website.

Jeff Hettrick asked how the Committee could steer people to the website. DeAnna commented that direct links to the affiliates are available. Pam Furlan suggested that the affiliates put a link on their website to the NCILC website. Members agreed.

Update about News Tribune Article

Ted informed members that he talked with the representatives of the News Tribune and they have not determined whether they will be running the articles about the logistics industry. Ted said that he would like to pursue an article in a local newspaper if the News Tribune decides not to run it.

DeAnna stated that she talked with representatives of the Radio Group and WLPO and they are interested in conducting an interview about the pilot project. She will contact them to find out specifics and get back with Ted.

Update on Pilot Project

Ted informed members that 3 schools have scheduled presentations. He told members that he has not been able to contact anyone with Ottawa High School or LaSalle-Peru High School. Boyd Palmer suggested that Ted contact John Harrison with Ottawa High School as he would get let him know the right person to contact. For LaSalle-Peru, Ted said that he was directed to Mary Stouffer. Pam said that Mary Stouffer is the Director of the Area Vocational Center.

Jeff Hettrick volunteered to assist with the Ottawa High School presentation. Ray Gatza also volunteered wherever needed. Ted noted that Charlie Gonigam will go with him to Bureau Valley High School on September 16<sup>th</sup>. Other visits scheduled include: Hall High School on September 10<sup>th</sup> and Will County Job Corps on September 18<sup>th</sup>. Ted told members that Rosalyn Pigati provided him with a list of high school guidance counselors for the 4-county region.

Ted told members that he made a presentation at Circuit Break School and it was well received. He said that you could see that the students were engaged in learning about the industry.

Ray asked if there was a structured program in place for the pilot program. Ted said that he is in the process of developing a survey to students and teachers to complete after the presentation. Pam reminded members that the first step of the project is to go into the schools and the second step is to meet face to face with interested parties, do some job shadowing or industry tours.

Ted said that he would share his agenda with members. He said that he starts out by showing the DVD to students and then talk about various job opportunities, wages, compensation packages, etc. Ted said that the presentation is about 40 minutes depending on questions.

Tim Robey asked about frequently asked questions being shared with students. DeAnna stated that would be a good handout.

DeAnna asked about making a presentation to Temp Agencies. Members agreed and DeAnna will coordinate.

Ray asked about the Manufacturing Warehousing Program at IVCC. It was noted that this program is not being offered this semester due to lack of enrollments. Ray commented that the classes this semester were offered for people who are totally unemployed. Members noted that Doug Stockley stated at the last NCILC meeting that he would be contacting members for their input in structuring the classes for next semester.

#### Discuss and Review September 18, 2008 NCILC Meeting

Pam informed members that Glen Mazur with Joliet Junior College will talk about going green tips for businesses and how they can save money. Jeff Hettrick commented that he is an entertaining speaker and provides a wealth of information.

Members agreed to dispense with a best practice presentation for September.

#### Review Future NCILC Meetings

Pam told members that for October, Anthony (Tony) Maietta will talk about the Clean Diesel initiative and either Jeff Hettrick or another representative of ComEd will discuss grants and rebates that are available through the Department of Commerce & Economic Opportunity for businesses.

At the November 20<sup>th</sup> meeting speakers from the Peoria Airport and Peoria Port Authority will be making a presentation. Tom Spelich noted that he has extended invitations to businesses along the river to attend the November meeting.

#### Schedule Best Practices Presenters

Members noted that Wally Rakoczy volunteered to do a best practice in October. It was commented that time may not allow for a best practice during these upcoming meetings.

#### NCILC Transition

Ted informed members that members needed to discuss how the NCILC was going to transition away from BEST. He said that there are some options and suggested that a task force be formed to discuss the structure for NCILC. After discussion it was agreed to bring this topic up at the general membership

meeting on September 18<sup>th</sup> and ask for their input. DeAnna said that the task force should consist of the Steering Committee members and to ask at the NCILC Meeting if any member is interested in serving on the Transition Task Force. Pam provided members with a handout listing the types of duties/tasks that are associated in planning NCILC meetings. Jo Ann provided members with a handout regarding the costs of the NCILC meetings during the past year.

Jeff explained the structure of the Will County Transportation and Logistics Council noting that it was part of the Will County Economic Development Center.

Members agreed to meet as a Transition Task Force on Monday, September 29, 2008, 8:15 a.m. at the BEST, Inc. Office in Peru.

### Open Topics

Ray shared with members copies of handouts about logistic programs from other areas and asked if IVCC could put similar information out for the general public. Ted said that he was going to contact Sue about representation on the Steering Committee.

DeAnna told members that she invited Ted to make a presentation to the Women's Transportation Board in Peoria on September 23.

Ted informed members that he has been trying to contact representatives of the Quad City Logistics Round Table, but has not been successful.

### Adjournment

With there being no further business, the meeting was adjourned at 9:27 a.m.

Jo Ann Johnson

**North Central Illinois Logistics Council  
Steering Committee Meeting Minutes  
October 7, 2008**

The NCILC Steering Committee was called to order at 8:15 a.m. by Ted VanSickle.

**MEMBERS PRESENT:** Tim Robey, Ted VanSickle, Pam Furlan, Jeff Hettrick, Ray Gatza, Boyd Palmer, Tom Spelich, Bruce Lamps, DeAnna Carlson

**MEMBERS ABSENT:** Wally Rakoczy, Sue Isermann

Transition Task Force Update

Pam informed members that she and Boyd talked with Kevin Lindeman (North Central IL Council of Governments) and Jamie Gahm (IL Valley Community College) about the discussion from the Transition Task Force meeting. Pam said that Kevin was going to discuss the matter with his agency and would let Pam know the outcome. Jamie thought that IVCC would have a room available but needed to check with some other sources. Pam said that she contacted both Kevin and Jamie yesterday and left messages for them to call her back. At the time of this meeting, no call backs were received.

DeAnna Carlson asked about the City of Peru having a meeting room that could be used. Members were unaware of that possibility, but Pam said that she could call to find out further information.

Tim Robey stated that he has not made contact with the representative of the Oglesby Elks, but plans to follow-up with him next week.

Website Update

DeAnna Carlson informed members that the NCILC website is 100% image based which means that no text has been built into the website. She said that because it is image based a person would not be able to access the website by doing an internet search by keywords (i.e. logistics, transportation, etc.). DeAnna said that she is meeting with a webmaster this week to see if the website can be updated so that it is user friendly. She said that she volunteered to do the website and she intends to follow-through with her commitment. DeAnna said that she hopes to have the issue resolved by the end of the month. Members thanked DeAnna for her efforts.

Update about News Tribune Article

Ted informed members that the News Tribune is no longer interested in doing a series of articles. DeAnna stated that she talked with DJ Bice with the News Tribune and she was interested in talking with Ted about this project. DeAnna said that she also talked with Mark Lippert of WLPO Radio and he is also interested in doing an interview with Ted about the NCILC.

Ray Gatza informed members that Doug Stockley had an article in a recent IVCC publication regarding the Warehousing and Distribution program. Ray said that the article was very nice.

Update on Pilot Project

Ted told members that he has visited a handful of schools and was well received. At this time, Ted said, no visits are scheduled. He said that he needs to follow-up with Ottawa and LaSalle-Peru High Schools to confirm dates.

Pam informed members that she met with Jay Stortz of Ottawa High School to discuss a pilot program for students which would consist of classroom study, Soft Skills training and working on a part-time basis at PetsMart. She said that this discussion started with Tom Ziel of Ottawa High School and Justin Bellsmith of PetsMart in an effort to teach students about the logistics industry. Pam said that she mentioned the DVD to Jay during their meeting and he was very interested in showing it to his co-op students. Pam noted that Tom Ziel is going to write a grant in order for the students to be paid while working at PetsMart.

Members then provided Ted with contact information for the local schools in the area. Ted said that he will start calling them to schedule appointments to visit with the students.

Ted informed members that he attended the Workforce Council at Sauk Valley Community College recently. He noted that a contact was made with Dixon High School. Ted said that he had planned to show the DVD, but it was not included on the agenda.

DeAnna stated that she and Ted received a warm reception at the Peoria Economic Development transport meeting recently. She said that they complemented LaSalle County and addressing workforce issues. Ted noted that when they started they focused on business startup vs. labor force issues.

#### October 16, 2008 Logistics Council Meeting

Pam informed members that Anthony Maietta with the U.S. EPA will be making a presentation entitled "The Clean Diesel Act and State Clean Diesel Initiatives" and Jeff Hettrick will make a presentation about grants and rebates that are available to businesses.

#### Review Future Logistics Council Meetings

Pam informed members that representatives from the Peoria Port Authority and Peoria Airport will be presenting at the November 20<sup>th</sup> Meeting. Jeff Hettrick suggested that local chamber and economic development representatives be invited and encouraged to attend this presentation. After a discussion regarding best practice for the November program, it was agreed that Tim Robey would check with his safety director to talk about the TWIK program. Pam mentioned that Wally Rakoczy was slated to do a best practice in October. Members asked Pam to see if he could do the best practice about US Foods in January.

#### Steering Committee

Ted informed members that the next Steering Committee meetings are scheduled for November 11, 2008 and December 9, 2008.

Members then discussed topics and presenters for next year. Pam said that after reviewing the evaluations she said that someone suggested Bob Smith and Mr. Gahlberg. Members asked Pam to check with Mr. Gahlberg about making a presentation in January.

Boyd Palmer told members about the Fuel and Freight Conference on October 22 in Rosemont.

Pam Furlan informed members that she asked a staff person to attend the Will County Global Summit last month to gather information in case the NCILC wanted to host such an event in the future.

Ted VanSickle shared with members handouts that he picked up in Joliet.

With there meeting no further business, the meeting adjourned at 9:07 a.m.

Jo Ann Johnson



**North Central Illinois Logistics Council  
Steering Committee Meeting Minutes  
November 11, 2008**

The NCILC Steering Committee was called to order at 8:15 a.m. by Ted VanSickle.

**MEMBERS PRESENT:** DeAnna Carlson, Ray Gatza, Bruce Lamps, Pam Furlan, Boyd Palmer, Wally Rakoczy, Tim Robey, Ted VanSickle, Jeff Hettrick, Tom Spelich

**MEMBERS ABSENT:** Sue Isermann

Website Update

DeAnna Carlson informed members that some temporary modifications are being made to the NCILC website. Company profiles and meeting minutes are being added. After Christmas the website will be redesigned to be more user friendly; anyone on the council will be able to post and/or change company profiles. It will be redesigned using Illustrator Suite. DeAnna said that she is working with Illinois Valley Community College to see if a student will help with the website using it as a marketing project. There will be a whole new design; the content and photo section will be the same, but the functionality will change.

Transition Task Force Update

Pam asked all the members to introduce themselves to Kevin Lindeman and Nora Fesco Ballerin (North Central IL Council of Governments) who were guests at the meeting.

Kevin said that his purpose is to help with the transitioning. He said he's still becoming familiar with everyone's role, but he and Nora were willing to work to see that the group moves forward.

Boyd Palmer said that it would be easier if NCI Works could continue offering their services with help with the overhead.

Kevin said that financially they can help. Kevin explained that the Economic Development Council is just starting their third year of funding. They get money from the US Department of Commerce. Kevin said they are here to fill a gap and help to keep the group moving forward. They are not here to replace anyone. He said the US Government is willing to invest in this region with local involvement. Kevin said he needs to have the needs spelled out; he asked if staff help or board help was needed.

Pam explained that the council originated about one and a half years ago. At that time NCI Works said they would staff the group for a year. Pam said the group is wonderful to work with; they even get their own speakers. Which means that NCI Works' staff simply does notices, minutes, postings, take rsvp's, and make reservations. Pam said she always does an article which is submitted to all the local papers too. Pam went on to explain that she's down about five staff members, so time is an issue. Budget cuts have made the money a bigger issue.

Nora asked if there was a transition plan when the council began. Pam said it was pretty vague. There was some discussion about each company sponsoring a month, but nothing was ever laid out. Ray Gatza said that they are trying to retain NCI Works in the organization which is different than what the thought process was in the beginning. DeAnna said the council has come a long way. They have even

addressed the workforce by putting together a DVD, and they have very viable speakers. Kevin asked if the DVD is on line. DeAnna said it's on line through the NCILC website and through her company website, PDQ. Pam suggested she and Kevin get together. Kevin said they would like to start inviting Marshall County since they are in our area. Pam said that's not a problem. They have invited representatives from Lee County, but the focus is more in the IVCC District. Lee and Marshall County Companies are more than welcome. Pam asked for a list of companies in Marshall County, so they can be added to the mailing list. Pam said that if anyone wants a name added to the mailing list that goes out on Thursday, just email it to Jo Ann.

#### Update about News Tribune Article

Ted informed members that he and DeAnna met with Jeff Dankert. Jeff said they seem to have a lot of information about logistics, so Ted felt that he and DeAnna rekindled a commitment from Jeff to work on articles in the paper. Ted said Jeff requested some information which Pam supplied and was sent to Jeff. DeAnna said that we need to use the news articles to educate parents that big boxes are not a dismal place to send their child to work. She said part of the discussion with Jeff was about reeducating the public. Kevin asked if they have contacted the Bureau County Republican. DeAnna said they haven't had a very viable contact. Nora said she would follow-up with a contact.

#### Update on Pilot Project

No update at this time.

#### Discuss and Review November 20<sup>th</sup> Logistics Council Meeting

Pam informed members that the speakers are lined up and the mailing will go out on Thursday. Pam asked Carol Betts to attend the meeting and do a press release. Tom said he talked with some people along the river and forwarded the information to them. Pam said to send us any name you want to add to the mailing list.

#### Review Future Logistics Council Meetings

Boyd asked when the transition to Illinois Valley Community College would be made. The group decided that as of January 1, 2009 the council will meet at IVCC. DeAnna said that an announcement should be made at the meeting that starting January 1<sup>st</sup> the council will meet at Illinois Valley Community College. Ted suggested providing a map showing the location of the room. DeAnna said student ambassadors could be used to direct people to the Logistics Council Meetings. She said she'll get all the information regarding the college area.

#### Attendance Discussion

Tim said that once the council moves to Illinois Valley Community College attendance will increase. Tom agreed; he said that Mendota was not very convenient for most of the members. DeAnna suggested that maybe members could ask businesses within the counties to talk to their local Chambers and extend an invitation to all the Chamber members. Pam said at one time a list of all the companies was divided among the members, but she didn't know if anyone ever made contact with the businesses. Pam suggested passing out the list again at the next meeting. DeAnna thought that an active member of each community could be contacted and asked to bring a group to a meeting. Nora said she had some contacts in Lee County she will extend an invitation to them to attend a meeting. Pam said meeting

notices go out to all the local Chambers of Commerce. Pam said the council needs to consistently have speakers lined-up for two or three months, so the Chambers can put it on their calendars. Tom asked if there is a list of members on the Economic Development Committee. Nora said she would put something together. Tim suggested sending out a questionnaire with questions asking for topics of interest, do they feel the focus is correct, are we going in the right direction, etc. Ray suggested including retail businesses, because logistics drives people into the area, and the retail business still needs to get their product into the store. Pam asked if retail businesses should be added to the list. Ray said he was in favor of including the retail segment. Ted said we should think about every thing and wait a month or so to see what information we receive from the survey. Pam said we'll put it together for the December Steering Committee Meeting.

### Open Topics

Ray said he talked with Doug Stockley about the new class schedule at IVCC. He said the class runs from January 15<sup>th</sup> through June 23<sup>rd</sup>. Ray said he liked the way the program's structured this time. Pam said she is still meeting with Ottawa High School, and they are very interested in proceeding on an after school pilot program. Pam said the school is trying to get some funding for the program. They are hoping to have the class from IVCC from the Career Technical Education area involved. They are also working with PetsMart in on-site internships where the students get paid while working. BEST will also do Soft Skills training with the students. Ray said he thought this would be great for LaSalle Peru High School too. Pam said this is pilot program and hopefully once it's successful other schools will want to be involved.

With there being no further business, the meeting adjourned at 9:20 a.m.

Carol Betts

**NCILC STEERING COMMITTEE  
MEETING MINUTES  
December 9, 2008**

The NCILC Steering Committee meeting was called to order by Tim Robey.

**MEMBERS PRESENT:** Bruce Lambs, Tim Robey, Sue Isermann, Boyd Palmer, Pam Furlan, Kevin Lindeman

**MEMBERS ABSENT:** DeAnna Carlson, Ray Gatza, Wally Rakoczy, Ted VanSickle, Jeff Hettrick, Tom Spelich

**OTHERS PRESENT:** Christine Dahm, Jo Ann Johnson

Transition Task Force Update

Pam informed members that she met with Kevin Lindeman and Nora Fesco-Ballerine regarding staffing the North Central Illinois Logistics Council. Pam said that they were reluctant to take on the council as a whole but will assume the responsibility of mailing the meeting materials which relates to about \$3,000/year. Pam said that decisions need to be made regarding the future staffing of the NCILC and suggested that another task force meeting be scheduled. Members discussed the financial liability noting that it will cost approximately \$10,000 per year to keep the council going. Kevin Lindeman stated that he would look into grants that might be available but was not aware of funding that would maintain operating expenses for a Board. Pam Furlan stated that BEST would continue to staff the Steering Council but sought help for the Council meetings. Sue Isermann volunteered IVCC Administrative Assistants to take the Minutes of the NCILC Meetings. Kevin said that North Central IL Council of Governments will take the responsibility of sending out meeting notices both via email and hard copy. Members suggested that businesses sponsor the breakfasts since IVCC is donating the meeting rooms.

Sue Isermann volunteered to provide the breakfast for the January meeting. She said that she will coordinate efforts with the food service vendor about billing sponsoring companies for future meetings. Sue noted that the January meeting will be held at the Fireplace Lounge at IVCC.

Kevin also agreed that should a speaker charge for presentation and/or travel expenses that NCICG would be able to cover those as long as they are reasonable.

Website Update

Tim Robey told members that the website is progressing well.

Update on Pilot Project

Pam Furlan said that she got a call from Jeff Dankert and the News Tribune is continuing to work on the article regarding the logistics industry.

Pam said that Ray Gatza left a message noting that he would like to set up 3 schools to visit after the holidays. It was agreed that visits should be made at Mendota High School, LaSalle-Peru High School, Hall High School, Ottawa High School and Streator high School. Team members were discussed. Pam

said that she will coordinate the team members and schools and will report back at the next Steering Committee meeting.

Members also discussed showing the DVD at the March 20<sup>th</sup> Annual Career Fair that will be held at IVCC. Sue Isermann noted that Bruce Hartman usually conducts a hands-on interactive session with students and perhaps the video can be shown to students at that time. Sue mentioned that perhaps a tour could be arranged with Advantage Logistics to show the students a logistics company. She said that she would check with Bruce Hartman about showing the DVD and Ray Gatzka about a tour.

Pam said that she would follow-up with Ray about high school visits and contact members about possible dates.

#### Review Future NCILC Meetings

Tim informed members that the January and February 2009 meeting speakers have been secured. He reminded them that Mike Neubauer with Advantage Logistics will make a presentation on Recruiting & Retaining Hourly Employees in January and Mr. Bill Gahlberg will make a presentation at the February meeting.

#### NCILC Questionnaire

Kevin Lindeman informed members that the surveys are being collected through December 31<sup>st</sup>. He said once the information is available he will share it at the January Steering Committee meeting.

#### Open Topics

Best practice presenters were reviewed. Pam said that she would check with Wally Rakoczy about doing a best practice in January. Members agreed to dispense with a best practice for February.

#### Next Steering Committee Meeting Dates and Location

It was agreed that the Steering Committee would continue to meet at the BEST, Inc. office in Peru at 8:15 a.m.

#### Adjournment

With there being no further business, the meeting was adjourned at 9:00 a.m.

Jo Ann Johnson