

# State of Illinois

**Energy Transition Workforce Commission August 2, 2023**

**11:00 am – 1:00 pm**

**Minutes**

**Locations:**

*Virtual*

Zoom Video Conference Meeting ID: 898 8274 9746

Access Code: 328143

*Video Link:* [*https://uis.zoom.us/j/89882749746?pwd=UTB6a0V1WDZjN01mcGJDSi9PSy80UT09*](https://uis.zoom.us/j/89882749746?pwd=UTB6a0V1WDZjN01mcGJDSi9PSy80UT09) *One Tap Mobile: +13092053325,,89882740746# US*

**Agenda:**

1. Call to Order at 11:04 am by Jason Keller, Chair, Energy Transition Workforce Commission
	1. Roll Call of Membership – Tonda Reece (UIS), the following were present via Zoom with the exception of Director Richards:

Angela Morrison Sameer Doshi Pat Devaney Lisa Jones

Larry Dawson Nate Keener

Jason Keller (Chair)

Director Kristin Richards (absent)

* Chair Keller said, so we do have a quorum present. As in times past we will be taking any public comments at the end of this meeting; as a reminder each person seeking public comment will have

3 minutes to speak, and for those wishing to speak, please enter your name and information into the chat to Tonda, so that we can allow you to speak at the appropriate time.

* 1. Approval of minutes from June 7, 2023 meeting - Jason Keller, Chair, Energy Transition Workforce Commission
* Chair Keller said the first thing I would like to do is go to the approval of the minutes from our last meeting, which was June 7th, 2023. Those should have been distributed to you, we did make some revisions and we are going to tighten up our process on sending those rules out a little bit. A. We're going to do a more thorough review before they're sent out for any misspellings or corrections needed. So I can

assure you that will happen before they come to you. We will likely try to set a deadline if we get any comments back on the minutes as well. Just to make sure that we are able to make the corrections in time for any future meetings and to get them back out to commission members. So, I do want to make mention, I think Commissioner Doshi had sent us some non-substantive changes, is really more grammatical and technical earlier, that with the indulgence of the commission members, I would like to just simply use that version when we adopt it. Again, it's just commas, it's you know a word here or there, \_“the”\_ and an \_”and”\_ so I would ask for a motion to approve the minutes from our last meeting.

* Commissioner Jones said this is Lisa. I motion to approve the minutes. The revised version.
* Chair Keller asked is there a second?
* Commissioner Devaney seconds the motion.
* Chair Keller said thank you. All in favor, please say aye, all opposed say no. The motion passed.
* Chair Keller said thank you very much. Those meeting minutes are adopted. We will go then to the next item on the agenda, which is going to be an update on CEJA from the DCEO. I know we were going to talk about both pre-apprenticeship and road shows under this update. I do want to see who would like to take that over from the DCEO first to give an update.
1. CEJA update
	1. Road Shows
* Commissioner Jones said Nate and Larry are going to do the update on the road shows.
* Commissioner Keener said yeah. And I can. I can jump in here too and provide a little bit of an update from OET (DCEO’s Office of Employment and Training) as well. So yeah, on the pre-apprenticeships. The Climate Works, the apprenticeship program, the merit review process is ongoing. We had an extended deadline of July third for those applications, and I believe we received -- am I allowed to say the number we received Lisa?
* Commissioner Jones replied by saying yeah you can say how many we received, yeah.
* Commissioner Keener continued by saying we received 10 applications. So, we're reviewing those now. And on the Energy Transition Navigators Program. The first merit review deadline is August 15th with the rolling deadline thereafter. You may have noticed in the last couple of days the NOFO has been updated to reflect the possibility that more than one Navigator per region may be selected if the target population is large or the geographical extent is large on the Clean Jobs Workforce Network Program, which are the workforce hubs. That NOFO was released in early July, and the first merit review deadline for that program is September 1st, with a rolling deadline thereafter, if we were unable to award a hub in each region. And, similarly to the Navigator program, there may be more than one hub per location depending on the size of the target populations. We did our regional networking fairs during July, and those went very well. It looks like right around 300 attendees for those events altogether. In the forties and the fifties up near Chicago and in the twenties in the down State locations. So, we presented in Chicago- South Side, Fairview Heights, Waukegan, Champaign, East Peoria, Carbondale, Chicago west side we had a bit of an attendance issue there, and we're still trying to figure out why we only had 3 people show up for that one. Then we also had an event in Aurora. We're getting lots of good questions, from those events that are being added to our public FAQ. We've had lots of pretty good attendance from employers to a lot of solar employers, but also lots of efficiency and other energy service provider employers, an EV parts manufacturer, broadband installation companies, electric companies, gas companies, and hiring agencies. So those have been going well, and we're kind of in the process of talking about our next round of outreach about these programs. So that is what I have to offer, and I don't know if Larry has anything to add, or Lisa, or Hilary?
* Commissioner Jones said I don't, no. That was great. Thanks, Nate.
* Commissioner Dawson said yeah, I think that covers it from the road show perspective.
* Hilary of DCEO said Yes, and so he (Commissioner Keener) talked a little bit about our next round of road shows. So, I'll continue that networking building, the workforce hub ecosystem. Those were done in person. We're going to continue in that vein with some webinars that will occur in August. The first one will be August 10th at 11 am. So, pay attention to your emails. Make sure you go to the DCEO website for announcements and join the list serve so that you can remain informed on all the activity that the Department is engaging in. And so that, again, is to continue to really make sure that various communities and areas, have access to each other. An opportunity for them to convene, network with one another and determine adequate partnerships. And then we are continuing target road shows, targeting the contracting community and the organizations that support contracting communities making sure they're aware of the economic development programs that exist within CEJA. So, making sure they're aware of the eligibility requirements for the Jobs Justice and Environmental Grants, the Incubator and Prime Accelerator grants that will be coming online soon. So, we just want to make sure that the community is aware of what's happening and is beginning to prepare now, prior to the release of those notice of funding opportunities. Then, also, I do want to provide an update around the Energy Transition Community Grant. We received over 50 projects, I believe specifically around 52 project proposals, all of which are in the process of receiving a communication, letting them know their current status. Some projects are ready to move forward to the next phase of the process, which is the grant agreement process. Others still have some information or forms that need to be completed. So, the calls are being made to those agencies and people are receiving information, letting them know where they stand in the process, so give us some time to make sure we get to you. As I said, there are over 50, and then the Zion grants are currently in the merit review process. And I believe that is all for now.
* Chair Keller said very good, thank you. I do have one question as we, as the Commission, heading towards some regional meetings later this year. Do you have any recommendations on the road shows as far as what worked well, what didn’t, like in terms of prep work and getting people to attend these meetings that you held for the road shows?
* Hilary of DCEO said I would say, one of the strategies I'm really employing for the contracting community is to convene, is to get on the agenda of an existing meeting. I believe that there are multiple organizations who have the target audience that we desire to reach. So, the goal is to really be partners with them in and meeting the needs, and sharing the information to their members, and to the body of people that they support. So, I encourage them to reach out again to the agencies to let us know when events are happening, where they're happening. And if there's an opportunity for us to take 10 minutes out of the agenda to share the information, we would like to do that. So, I would say that that's one element, and then forums like this, when people are engaged or informed just to send us a note to say, consider this location, consider this topic. We know people who want this information and let us figure out how to meet the need.
* Commissioner Keener said yeah, I’ll add to what you just said. We're developing some pretty good spread-the-word lists of agency partners and other groups to kind of help us spread the word and obviously directly spread the word to them as well. So, I would imagine you know, if we have an indication of kind of the audience that we're looking to get to these events, that we should be able to help, I think, spread the word through those lists as well.
* Chair Keller said very good.
* Commissioner Dawson said yeah, I guess I'll just add, further, some feedback that we got from the road shows is that having the road shows at specific locations in the target communities that we're looking at, I

think was very much appreciated. A number of organizations are particularly interested in how, as we move forward with these CEJA initiatives, that small organizations won't be overlooked. And so, we've been emphasizing a lot of the great support mechanisms built within the CEJA grants to help small organizations, all the technical assistance webinars that we've been having to ensure that organizations that are new to grant relationships with the State have the support that they need to viably compete for these grants, and I think those you know, those are all important notes to ensure you get across as well.

* Chair Keller said very good. Thank you for that feedback. Any other questions from commission members about what they just shared?
* Commissioner Morrison said just wanted to ask a question. Thank you, Chair. Good morning, all. I'm interested to know, I know these road shows are targeted towards community-based organizations, organizations providing the services and interested parties seeking funding. Is there any anticipation on doing community outreach, so that these community members and stakeholders might know what the investments in CEJA are, and how they might get connected to those organizations that receive funding at some point?
* Commissioner Dawson said I'll maybe be the first one to jump on there. I guess that's part of the goal of the first round of networking fairs. I know we've also been working with other offices within the DCEO for the outreach events that they're having. I know we've had some requests from legislators, and there will be a CEJA presentation this upcoming Friday in Waukegan as a result of a legislative request. So, we're really trying to hit all quarters from our elected officials to as many of the local community organizations as we are aware of.
* Commissioner Keener said I’d also add, I think we're starting the conversation of kind of developing a process for kind of gathering that information from potential participants, even though, you know, we don't have necessarily a grantee to direct them to now. We're trying to figure out, okay, can we at least gather their information, get the relevant information about the target community that they're from. So that once we do have live grants going, we can get that information over to those grantees but that's I would say, that's for early discussion so far, and then I don't know if it maybe Hilary wants to speak to this, but I think that's kind of getting to some of those potential participants is something that we're looking at doing for the economic development and contractor-focused road shows as well/or events, I should say.
* Hilary of DCEO said I think I'm most interested in what Commissioner Morrison would suggest. You know what she thinks would be impactful. I think that is more essential or just as essential as what DCEO could come up with. But I mean, that is really the purpose of having commissioners and the input. So, I would really like to hear what you think could be a good strategy.
* Commissioner Morrison said yes, yes, thank you for that invitation. I appreciate that it. It seems like the elected officials are one way to dig into that, to get to those folks. And also, I imagine the energy Navigators would play a really big role in that as well, and then supporting organizations as they maybe have, if there is an opportunity to provide some sort of technical assistance to them through education, information sharing. Any resources like that, in organizations like the Jobs Council or other organizations that can push the word out as well. But I definitely will be talking with a coalition of members that we sit with to get their ideas as well, because they are more grassroots as well. So, I think that insight and welcome bringing that feedback to you all. Thank you.
* Chair Keller asked are there were any other commission members that wish to ask questions or speak on these matters? I am not seeing or hearing any.
	1. Pre-Apprenticeship
* Chair Keller asked is there anything on pre-apprenticeship that we wanted to discuss from DCEO or should we move on?
* Commissioner Jones said I think because we're in the merit review stage there's not really anything more to add.
* Chair Keller said Okay. fair enough.
1. Regional Meetings, first one up in Romeoville
* Chair Keller said then we will go ahead and move to the third item on the agenda, which is the regional meetings that we are trying to set up again; just as a reminder we're looking at September 13th in Romeoville at 6 pm and then we are looking at October 18th in Pekin at 6 pm, November 9th in Marion at 6 pm. I do not have physical buildings lined up yet. I'm still trying to narrow that down and come to an agreement. Once I do, I will develop flyers for each of those locations so that people can share them and to get people there to provide feedback to us, to formulate those recommendations that we have to make by the end of the year. The one thing I do know what I wish to get input from commission members, and I do want to try to put some corners around, is making sure that the meetings are tight and not going until obviously 11 pm at night. I do want to provide each person who wishes to speak an opportunity, that being said, I do want to keep it to probably less than 2 minutes of testimony for each person. I will work on getting remote capabilities there, so that, if folks can't make it, they can join remotely. Are there other matters that have come to mind or other ideas regarding these regional meetings that you wish to provide input on?
* Commissioner Doshi said Chair Keller.
* Chair Keller said yes sir, go ahead Commissioner Doshi.
* Commissioner Doshi said at the last meeting on June 7th, you or someone else observed correctly that if too many commissioners come to one of these meetings, then it triggers Open Meetings Act requirements which you may not want to do. If that's the case, you should probably develop a plan for which commissioners will attend or perhaps it's fine if the Open Meetings Act is invoked, but that's probably something to think about.
* Chair Keller said and I will. Yup, I appreciate the reminder. My thought was to simply just follow the Open Meetings Act and make sure that everything was posted properly. Everyone's made aware, not sure that we're going to be taking any votes there, it's just going to be listening primarily. But that's my initial thought is just to follow the Open Meetings Act, that way we don’t have to worry about any of that.
* Commissioner Doshi said I would just encourage the Department and yourself, Chair Keller, to develop a robust outreach strategy for all these meetings. September 13th, is coming fairly soon, so it'll be important to publicize that early enough to…
* Chair Keller said yeah, I and I am, you know, doing my due diligence. I have reached out to local legislators for that meeting on September 13th. So, everyone's been made aware. I’m going to follow up via email again, just need to get a physical building that we can hold it in and then we can proceed. I will be present physically at each of these meetings. I'll try to get ahold of each of you, to see what your plans are. If there is one close to you that you can attend in person that would obviously show a level of support which I would appreciate. That being said, I understand the time commitment of driving to some of these locations may not work out for everyone, so I will work on roll call attendance. As that day gets closer as well, and we'll work on press strategy getting the word out there as well.
* Commissioner Jones said so when talking about press strategy, would you also just reach out to the DCEO's communication person? Thank you.
* Chair Keller said yes, we’ll work on getting… (inaudible). Absolutely any other feedback on those dates?
* Commissioner Dawson said just a question Chair Keller. Are we soliciting written testimony prior to the events?
* Chair Keller said I've told people I would welcome all testimony, or any feedback from individuals in that community wishing to testify. Again, I'll try to put parameters around it so that we're not there too late. But the short answer is, yes.
* Commissioner Dawson said thank you.
* Chair Keller said good. Any other commission members wishing to speak on that matter? And again, I will communicate likely via or through Tonda just to avoid any violation of Open Meetings Act on these matters, I'll send the information to her, and she can just redistribute again. If no one wishes to speak further on that issue again, I will keep everyone plugged in as things develop.
1. Public Comment
* Chair Keller said We'll move to the fourth item on the agenda, which is public comment. I'll ask Tonda if there's anyone that has sought to speak publicly here today.
* Tonda of UIS said no there’s no one seeking public comment.
* Chair Keller said very good. Thank you.
1. Future Meetings and Goals
* Chair Keller said then the fifth item on the agenda today is again, just setting up future meeting and goals. We would like to come back together shortly before our regional meetings and so we were looking at September 7th at 11 am (meant to say 10am) and if that works for folks, it can be done virtually again. But just want to make sure we're communicating everything to all of you, getting our ducks in a row for the three regional meetings. Does that work for everyone? It's not exactly set in stone. Okay. seeing thumbs up. We will proceed to schedule that out and get that in front of everyone with an agenda. That is, then, the last item on the agenda. I would entertain a motion to adjourn today.
* Commissioner Doshi asked at the September 7th meeting, do you anticipate Dr. Kriz will be speaking?
* Chair Keller said I don't want to commit without speaking to him first. We'll see where his progress is, and I can update everyone. I usually do a round of calls, as you all know, just to check in with all of you. And I can let you know that. But that's a good question. But again, don't want to commit his time without speaking to him first.
* Commissioner Doshi said sure, thanks. I would just respectfully ask and encourage that as the commission progresses towards a round two or Phase II of our report, which I believe is targeted for year’s end, if Dr. Kriz has any written materials, he can circulate a few days in advance of that September 7th meeting, if indeed, he will be presenting at the meeting, so that we could review it and think about it and offer comments at the meeting. That would be helpful.
* Chair Keller said good feedback I appreciate that. I shouldn't have tried to adjourn without asking if there's any other comments or questions from commission numbers. I apologize.
1. Adjournment
* Chair Keller said hearing none, then I will ask for a motion to adjourn.
* Commissioner Devaney motioned to adjourn.
* Chair Keller said there's a motion on the floor by Commissioner Devaney. Is there a second?
* Commissioner Dawson seconded the motion.
* Chair Keller said very good, I believe that was Commissioner Dawson that seconds. All in favor please say aye.
* All voted aye, the motion passed.
* The meeting was adjourned at 11:29 am.

Minutes submitted by: Tonda Reece, UIS on 8/11/2023

**Future meeting dates**

* 1. September 7th at 10:00 a.m. (virtual)
	2. September 13th- Romeoville at 6:00 p.m.
	3. October 18th- Pekin at 6:00 p.m.
	4. November 9th- Marion at 6:00 p.m.

# Materials:

I. 8/2 meeting audio [Energy Transition Workforce Meeting 8/2-Zoom](https://uis.zoom.us/rec/share/vNGYAj835VNpGfZseJyw_hWbAwlPC9bl8g15UYrgnr0GtVwBc72PhnGwRiPHQ9RE.kUPqoiy3klZ7VQko?startTime=1690992240000)