



DATE: January 16, 2026

TIME: 10:15 AM - 11:15 AM

CHAIRPERSON: Jess Wright

MEMBERS

PRESENT: Jess Wright, Wolfgang Arterberry, Jay Brooks, Mark Burgess, Erik Grebner, and Kathy Olsen-Tracey

GUESTS

N/A

COMMITTEE

PRESENT:

SUPPORT:

Andy Blanke, McKahl English, and Aime'e Julian

MEETING MINUTES AGENDA

TIME	TOPIC / AGENDA ITEM	PRESENTER
10:15 AM	<p>Welcome and Introduction</p> <p>The Performance and Data (PAD) Workgroup held a kickoff meeting to discuss their charge of assisting the Continuous Improvement and Accountability (CIA) Committee with data and performance needs. McKahl led a roll call to confirm attendance. A full quorum was determined to be present. The workgroup agreed to respect community agreements, such as sharing the floor and using person-first language, as they move forward with their task. Eric Grebner mentioned adding a community agreement that addressed triggering topics. Commenting in the chat that, "Language and discussion topics may venture into areas that are uncomfortable or troubling. If you need to take a break or leave the meeting and come back, please feel free to do so." This will be further addressed at the next meeting.</p>	<p>McKahl English & Jess Wright</p>
10:25 AM.	<p>Review Requests and Comments from the CIA Committee</p> <p>Chair Wright introduced the group's purpose, emphasizing their role in compiling data and determining future data needs for the Illinois workforce system. She read through the initial charge and each of the following priorities. Mark Burgess brought up concern about priority one's negotiation timeline and the complications it could cause moving forward, and the implementation of the statistical adjustment model (SAM). Chair Wright and Andy Blanke let the work group know that there will be a proposed schedule later in the meeting to help ease the first concern. Secondly, Andy mentioned that the CIA committee is looking for clarification on how SAMs relates to performance and continuous improvement, not the development on each SAMs. Chair Wright follows Andy's answer by reinforcing the work group's job is not to reinvent anything, but to tell a story with what data we do have. She continued to say that if they feel unable to meet or are met with unclear instructions that they can let the CIA committee know that their ask is too big or vague. Another concern brought forward was the limitations of using AI in their work. Mark Burgess</p>	<p>Andy Blanke</p>

noted the need for clearer guidance on AI implementation. Aime'e mentioned an upcoming AI task force that will provide direction on AI usage in the workforce system. In addition, the PAD work group will be involved with the task force, if not meeting with that task force.

Andy Blanke then provided an overview of each request made by the CIA, which includes:

- Success Stories
- Secrete Shopper Data
- Anticipated Short-Term Trends
- Mid-Year Performance
- Use and Impact of the SAM
- Other Indicators of Performance (If relevant & available)
- Research & Evaluation from other states (Can it be replicated?)

10:40 AM

Discuss/Reflect on CIA Wants and Needs

Andy Blanke

After reviewing the asks, Jay Brooks brought up that the group should focus on finding a way to package data, so it is easily digestible for the audience. This reflection was favored by the work group.

Kathy Olsen-Tracey pointed out that mid-year data would not be feasible to generate for every program. After discussing, the plan is to present short-term trends in a standalone session and using secret shopper data mid-year instead of year-to-date performance data. Another option Kathy contemplated was if the workgroup could focus on showcasing collaboration across the systems in those openings. The work group is worried about finding ways to collect data on collaboration. Recognizing that a lack of data or positive display of relationships may also tell a story about what change should/can occur. The group agreed to keep this idea open for further review.

Mark Burgess mentioned potentially adding a local in-person success story to the end-of-year performance presentations. The majority of PAD thought this would be feasible ask. Wolfgang Arterberry is unsure his program would be able to partake due to how personal things may get. Wolfgang Arterberry agreed to looking into this with leadership further down the road.

10:55 AM

Review Draft Schedule

Andy Blanke

With the meeting ending shortly, Andy Blanke showcased the proposed schedule for the year.

- February/March: NIU present an introduction to SAM.
- April/May: Core partners present on impact of SAM for their programs
- June-August: Flexible
- September: NIU gives WIOA performance overview
- October: Performance recaps by Titles I & III
- November: Performance recaps by Titles II & IV

Andy Blanke followed this schedule by asking what ways the work group staff would be able to assist them in meeting their goals. Due to the limited time, the work group will return to the schedule overview and asks for staff at their upcoming meeting in February.

11:05 AM

New Business/Old Business

McKahl English opened the floor to new/old business. There was none.

McKahl English

11:10 AM

Public Comment

McKahl English opened the floor to public comment. There was none.

McKahl English

11:15 AM

Adjournment

McKahl English opened the floor for adjournment. Chair Wright called for a motion to adjourn the meeting. Kathy Olesen-Tracey seconded the motion. The motion was carried. The meeting was adjourned at 11:18 am.

McKahl English



ACTION ITEMS

<u>TASK ACTION ITEM</u>	<u>ASSIGN TO</u>	<u>DUE ON</u>	<u>STATUS</u>
Address the CIA Committee with PAD's response to the charge and priorities given.	Jess Wright	Jan 21st	Completed
Provide and overview of meeting notes to Jess Wright for the CIA meeting.	Andy Blanke & McKahl English	Jan 20 th	Completed
Consider ways in which PAD staff members can help with workgroup success.	All Workgroup Members	N/A	In Progress
Consider the presented schedule.	All Workgroup Members	N/a	In Progress

NEXT MEETING

DATE: February 20th, 2026

TIME: 10:15 AM - 11:15 AM

LOCATION: Zoom online call

RECORDED BY: McKahl English