

Workforce Investment Board of Will County
Location: Workforce Center of Will County
2400 Glenwood Avenue, Joliet, IL
February 8, 2016 Minutes

BOARD MEMBERS					
<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Name</u>	<u>Present</u>	<u>Absent</u>
Nancy Baldwin	X		Emilie McCallister	X	
Herb Brooks	X		Cheryl McCarthy		X
Jayne Cain Casimere	X		Peter McLenighan	X	
Bonnie Covelli	X		Don Moran	X	
Debra Daniels	X		Jim Moustis	X	
Maria Dimuzio		X	Pat Mudron	X	
Gregory Dover	X		Kelly Norris	X	
Susan Flessner	X		Peggy O'Leary	X	
Beth Gonzalez	X		Jim Rink	X	
John Greuling	X		Steve Rockwell		X
Pam Heavens	X		Suzanne Sallay		X
Rita Herrick	X		Jerry Staley		X
Carlos Interrial		X	Joe Strong		X
Matthew Janiak		X	Anika Todd		X
Mark Jepson	X		James Tromp	X	
Allison Lizzadro		X	Betty Yott		X
Colleen Mathy	X				

Others Present: Sue Davinger, Gary Ellinger, Pat Fera, Dan Fitzpatrick, Larry Fitzpatrick, Mary Gajcak, Karin Knutson, Nick Palmer, Caroline Portlock.

Welcome and Introductions

John Greuling called the meeting to order, and asked that all in attendance introduce themselves.

Minutes

Minutes of the December 14, 2015 meeting were approved on a motion by Herb Brooks; seconded by Greg Dover. Motion carried

New Business

Fera proposed changes and updates to WIOA Title 1 Policies for 2016. Pete McLenighan moved to approve the changes and updates; Nancy Baldwin seconded. Motion carried

Fera proposed changes and updates to Workforce Investment Board Policies for 2016. Greg Dover moved to approve changes; Pat Mudron seconded. Motion carried

Fera presented a one year sub-lease agreement for Workforce Investment Board office space, located at 116 North Chicago Street, Joliet, IL. Herb Brooks moved to approve the sub-lease as presented, Deb Daniels seconded. John Greuling abstained. Motion carried.

One Stop Operator Report

Susan Flessner welcomed board members to the new Workforce Center of Will County, and invited all to stay for a tour of the facility after the close of the meeting.

Flessner reviewed WIOA's requirements for Core Partner co-location. Core Partners are WSD, IDES Wagner Peyser, Joliet Junior College (JJC) Adult Education, and IDHS Division of Rehabilitation Services. Two staff from IDES Wagner Peyser, and one staff from the Disabled Veteran's Outreach program moved into the Workforce Center on January 22nd. Joliet Junior College is looking at how they can modify their plan to move a representative of their Adult Education into the Workforce Center as staffing and budget constraints caused largely by the stalled State of Illinois Budget have complicated their compliance to the Federal WIOA regulations. Discussion ensued. The Department of Vocational Rehabilitation is likewise not moved in to the One-Stop Center. Flessner stressed that under WIOA, all four Core Partners must deliver services from the One-Stop in order to be compliant, and retain One-Stop certification.

Representatives from three of the four Core Partners, Flessner of WSD, Emilie McCallister of JJC Adult Education, and Anika Todd of IDHS Vocational Rehabilitation gave an overview of their organizations and WIOA services at the December board meeting. Fera will bring a report of services offered by each Core Partner, with performance measures to the next meeting.

Communications Committee

Pat Mudron reported that a strategy for outreach and communication about the services available to job seekers and employers is to create a number of videos. Topics for videos include Youth and Youth programs, Adult Training Services, and Employer Services including On the Job Training, Incumbent Worker, and Employee Recruitment. You-Tube and various media will be engaged for distribution of information.

Greg Dover, Colleen Mathy, Pat Fera, Susan Flessner, and Mary Gajcak will attend the National Association of Workforce Boards (NAWB) Forum 2016 in Washington DC in March. They will meet with legislators and their staff to update them on Workforce successes and ROI's as well as to thank them for their continued support.

System and Trends Committee

Fera presented the System and Trends Committee report. She pointed out the criteria used to determine the proposed Demand Occupations for 2016-2017. Demand Occupations proposed by the System and Trends Committee are Healthcare, Manufacturing, Transportation/Distribution/Logistics, Professional/Scientific/Technical/Information, and Finance/Insurance. Management/Supervision and Administrative/Clerical occupations span all of the Demand Occupations named. Kelly Norris brought the board up to date on the need for concentration on E-Commerce. He explained how skill sets required for e-commerce differ from other logistics occupations, as Robotics, Optics technology, etc. Moran moved to approve the Demand Occupations 2016-2017 as presented. McLenighan seconded. Motion carried.

Industry Sector Strategy: Focusing on Industry sectors has provided the Workforce Investment board with a targeted approach to program development and a strong connection to economic development activities. Sector strategies are highly responsive to industry demand when compared to traditional job matching services. Fera introduced Karin Knutsen from EDSI, contracted to deliver sector specific materials as brochures, manuals, guides, information sheets, and occupational videos.

Youth Council

Workforce Services and Joliet Junior College staff presented program overviews, including success stories and personal experiences to the Youth Council in order to provide an

informative and inspiring look into the synergistic youth services being delivered at Workforce Center for Will County. Fera presented Occupational Skills Training program and Connect to Your Future GED program reports for November 2015.

Manager's Report

Fera referred to the WIOA Service Matrix, the basis for upcoming Memorandum of Understanding negotiations. Areas of negotiation include: WIOA Service Matrix defines mandated Core-Partner presence in the Workforce Center, a Workforce Center infrastructure budget is due the end of February, an infrastructure cost sharing plan with four core-partners, development of a MOU Document using template to be provided by DCEO (Due end of March, may get extended to end of June). John Greuling will lead negotiations on behalf of the Workforce Board.

A ten county Regional Plan required by WIOA, is due at the end of March, but may be extended to the end of June. An outside agency will be hired to execute this plan. Four Core Partners and a host of other partners across the ten counties are included.

Fera reported that twelve On-the-Job Training contracts were signed with Will County employers, 30 On-the-Job positions were attained with an average wage of \$13 per hour. Employment and Employer Services, Inc. is the OJT contractor for Will County.

Mudron moved to adjourn the meeting; Baldwin seconded. Meeting adjourned.

The next meeting of Workforce Investment Board will be April 11, 2016 at 7:30 a.m. at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL