

Workforce Investment Board of Will County

Location: Prairie Bluff Golf Course

19433 Renwick Road, Lockport

April 13, 2015

Minutes

BOARD MEMBERS					
Name	Present	Absent	Name	Present	Absent
Nancy Baldwin	X		Colleen Mathy	X	
Tom Bloodgood	X		Cheryl McCarthy	X	
Herb Brooks		X	Peter McLenighan	X	
Jayne Cain Casimere	X		Don Moran	X	
Vincent Clark	X		Jim Moustis		X
Debra Daniels	X		Pat Mudron	X	
Gregory Dover	X		Peggy O'Leary	X	
Susan Flessner	X		Jim Rink		X
Beth Gonzalez	X		Steve Rockwell	X	
John Greuling	X		Suzanne Sallay	X	
Pam Heavens		X	Christine Sanchez		X
Rita Herrick	X		Jerry Staley	X	
Lyle Hicks	X		Joe Strong		X
Carlos Interial	X		Anika Todd	X	
Matthew Janiak		X	James Tromp	X	
Mark Jepson	X		Betty Yott		X
Allison Lizzadro		X			

Others Present: Gary Ellinger, Pat Fera, Larry Fitzpatrick, Mary Gajcak, Mark Kahler, Karen Knutson, Pat Locke, Gina Tuminello, Stewart Warren

Welcome and Minutes

Jim Tromp called the meeting to order. The minutes of the February 9, 2015 meeting were approved on a motion by Don Moran, seconded by Greg Dover.

WIOA Implementation/Performance

A request for proposals for a One-Stop Operator was released in February of 2015. Two proposals were received: First Institute and Workforce Services Division of Will County. A review team was formed to review the proposals. It was recommended by the review team to award Workforce Services Division of Will County the contract for One-Stop Operator. The recommendation was approved on a motion by Don Moran, seconded by John Greuling. Susan Flessner abstained from voting.

Currently there are two committees under the Workforce Investment Board: System and Trends Committee and Youth Council. Pat Fera proposed adding a third committee: External Relations/Legislative Affairs Committee. This committee will be responsible for the development and implementation of an external marketing/public awareness plan. Fera distributed a description of each committee and asked members to select the committee(s) they wish to serve on.

The current lease for the Workforce Investment Board and Workforce Services Division of Will County offices expires this year. Fera recommended that the Workforce Investment Board staff share space with the Will County Center for Economic Development. Fera discussed the benefits of the co-location. The recommendation was approved by Pat Mudron, seconded by Cheryl McCarthy. Workforce Services Division of Will County is currently looking for a building to lease that is large enough to accommodate staff and customers and that has ample parking.

New Business

Five new programs were submitted for approval to be added to the State list of approved programs: Joliet Junior College: Operations Technician-AAS, Operations Technician-COA, Operations Engineer-AAS, Operations Engineer-COA and Genesis Health Care-Medical Assistant. All five programs met the minimum certification requirements and were approved on a motion by Don Moran, seconded by Suzanne Sallay. Debra Daniels and Lyle Hicks abstained from the vote.

An RFP was released in February to find contract for job profiling and marketing of the Work Ready Community Outreach program to encourage more local companies to utilize the NCRC in hiring and promotional activities. One proposal was received from Joan Wisniewski. Wisniewski was previously a certified job profiler as well as an HR director for Pactiv. It was recommended to contract with Joan Wisniewski to do 8-12 job profiles and to promote the Work Ready Community initiative. The recommendation was approved on a motion by Don Moran, seconded by Jerry Staley.

Fera mentioned that Board members have an opportunity to take the NCRC exams. Board members can take one, two, or three of the exams to get an idea of what they are like and where they would score. Interested members can sign up through the email sent last week or complete the form distributed today.

Susan Flessner presented an update on the Mobile Workforce Center. A bid on a new mobile center was received from Farber Specialty Vehicles. The total cost is \$229,214 and includes the trade in of the current MWC. The bid was approved on a motion by Suzanne Sallay, seconded by John Greuling.

Fera informed the Board that changes in the language of the By-Laws were included in the packet for review. The proposed changes will be discussed and voted on at the next Board meeting.

Fera gave an overview on the latest Return on Investment. For every dollar spent on training, there is a return on investment of \$2.30. This includes training dollars and staff time. This is over a three year time period.

Fera mentioned that three more Request for Proposals were due back today. She passed around a sign-up sheet and asked members to participate in the review of the proposals. These contracts will go to the June Board meeting for approval.

The most current Fiscal Report showing expenditures from July 1, 2014 through March 31, 2015 was reviewed.

Next Meeting

The next Workforce Investment Board meeting will be on June 8, 2015 at 7:30 am at Prairie Bluff Golf Course in Lockport.