

Workforce Investment Board of Will County
Location: Workforce Center of Will County
2400 Glenwood Avenue, Joliet, IL
June 13, 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		Cheryl McCarthy		X
Herb Brooks	X		Peter McLenighan	X	
Jayne Cain Casimere	X		Judy Mitchell	X	
Bonnie Covelli	X		Don Moran		X
Maria Dimuzio	X		Jim Moustis		X
Gregory Dover	X		Pat Mudron	X	
Susan Flessner	X		Kelly Norris	X	
Beth Gonzalez		X	Peggy O'Leary	X	
John Greuling	X		Jim Rink	X	
Pam Heavens	X		Steve Rockwell	X	
Rita Herrick	X		Suzanne Sallay	X	
Carlos Interrial		X	Joe Strong		X
Mark Jepson		X	Anika Todd	X	
Allison Lizzadro		X	James Tromp	X	
Colleen Mathy	X		Betty Yott		X
Emilie McCallister	X				

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

Public Hearing

John Greuling asked for a motion to go into Public Hearing. Herb Brooks made a motion to go into public hearing and Rita Herrick seconded the motion. Motion carried. The Board went into a public hearing to accept public comments regarding the Workforce Investment Board Local Plan. There were no comments and Grueling asked for a motion to close the hearing. A motion by Greg Dover to close the hearing, seconded by Pat Mudron was approved.

Welcome and Introductions

John Greuling called the meeting to order. He introduced and welcomed Judy Mitchell, Interim President of Joliet Junior College, to the Workforce Investment Board. He announced that Toni Carrera, of R.R. Donnelley, will replace Matt Janiak on the Board. Matt has been moved to another assignment at R.R. Donnelley.

Minutes

Minutes of the April 11, 2016 meeting were approved on a motion by Herb Brooks; seconded by Nancy Baldwin.

New Business

State Budget Update: Fera opened discussion with a review the WIOA allocation/appropriation process. As the State of Illinois has not yet passed its budget, it is uncertain whether FY16 funds will be released on time to supply payroll, rent and programmatic expenses for the year beginning July 1st. If, by July 1st, Federal dollars have not been released, the Will County Board will be approached to request a funding advance to cover expenses. If that were to fail, all Workforce Services would be forced to shut down after the first payroll in July. Fera explained efforts to reach out to all General Assembly members to ask for their help in the State's

distribution of federal funds to pass through to local Workforce Boards. Fera will create a letter for board members to send to their legislators explaining the help that is required. Greuling encouraged the board to contact any members of the General Assembly they may have a relationship with to seek their help as well. Fera will ask to be put on the Will County Board agenda for the July meeting in order to reserve a time to appeal for a loan if the State fails to make provision in time. Brooks encouraged her to move quickly, as there will be a short agenda at the July meeting.

MOU Negotiations: Fera presented the actual Memorandum of Understanding document between Workforce Investment Board and partners: IDES, IDHS-Vocational Rehabilitation, IDHS – TANF, Joliet Junior College (JJC), Kankakee County Community Services, Will County, Will County Center for Community Concerns, and the Workforce Services Division of Will County. Meetings between partners have been set to finalize the details spelled out in the MOU, including funding, referrals, and delivery of services. A bare-bones budget has been set forth, as the new infrastructure cost sharing does not technically launch until next year. The bulk of the annual infrastructure budget of \$280,380 will be carried by Workforce Services of Will County with \$213,046.88. IDES Wagner-Peyser will contribute 23,057.57; IDES - Veteran's Services - \$11,528.78. Pete McLenighan moved to approve the budget set forth; Tromp seconded. Motion carried.

PY16 Allocations: Fera proposed program funding allocations for PY16 for approval, reflecting a 5.23% decrease from PY15. These dollars will serve 606 customers in training. Greg Dover moved to approve allocations; Suzanne Sallay seconded. Motion carried.

Subcontracts: Fera recommended the extension of the following contracts for a period of one year.

- GED/Occupational Skill Training Contract for Youth contract with Joliet Junior College: \$1,493,993 to serve 50 GED participants, 225 Occupational Skills Training participants (150 continuing and 75 new). Motion by Brooks, seconded by Dover, carried. Judy Mitchell abstained.
- Work Readiness Training and Certification contract with Joliet Junior College: \$332,868 to provide 12 Work Readiness classes at \$16,978 each, and 18 additional classes at \$7,174 each. Motion by Sally, seconded by Rita Herrick, carried. Mitchell abstained.
- On-The-Job Training, contract with Employment and Employer Services: \$561,837 to provide opportunities for 50 Adult/Dislocated Workers, 5 Youth and 6 Persons with Disabilities. Herrick moved to approve continuation of contract for one year; Jayme Cain-Casimere seconded. Motion carried.
- Industry Sector Strategy contract with EDSI Consulting: Motion to extend contract for one year in order to create Industry Sector targeted videos, and to develop an incumbent worker program strategy aligned with industry sectors at the amount of \$139,840 was made by Pat Mudron, seconded by Maria DiMuzio. Motion carried.
 - Fera distributed an overview of each of the industry sectors that EDSI will create videos for, and asked for comments to quote on marketing materials and suggestions for businesses to host video sessions at their locations.
- One-Stop Operator contract with Workforce Services Division of Will County: \$331,950 to provide System Development Leadership, Process and Service Provision, Accountability and Reporting and Physical location for all Core Partnerships. Tromp moved to approve contract for one year; Brooks seconded. Motion carried. Flessner abstained.

Manager's Report

Fera presented highlights of the modified WIOA Local Plan for approval. Dover moved to approve the Plan as presented. Mudron seconded. Motion carried.

Fera presented highlights of the Northeast Regional WIOA Plan for approval. Sallay moved for approval, Herrick seconded. Motion carried.

Modifications to the Adult Priority of Services were presented by Fera, with adjustments to Poverty Guidelines and Self-Sufficiency Standard of 200% of Poverty. McLenighan moved for approval; Mudron seconded. Motion carried. It was suggested that in the future changes such as this do not need Board approval but can just be added to the policy.

Fera proposed changes to the On-the-Job Training Policy, including changes to the base rate from \$12.16 to \$12.51 per hour (with the allowance of a somewhat lower rate for youth), the adjustment of mandated full-time hours for persons with disabilities who have a required work limitation of no more than 30 hours per week, and a limit of 25 active on-the-job trainees at one location at one time. Sallay moved to approve changes. Kelly Norris seconded. Motion carried.

Fera recommended the approval of the new Training Provider Certification and Recertification Policy as set forth by the State of Illinois. Cain-Casimere moved to approve; McLenighan seconded. Motion carried.

Fera proposed amended Workforce Investment Board Bylaws for approval. Dover moved to approve amendments to by-laws; Tromp seconded. Motion carried.

Training Program Certification – After presenting the process of Program Recertification, Fera explained that all Will County programs have come due for recertification, and reviewed list of programs within WIOA 10 that have been reviewed for compliance and asked for approval to recertify all programs listed, with the exception of programs listed 'Do Not Recertify'. Sallay moved to approve recertification of all recommended programs; DiMuzio seconded. Motion carried. Mitchell abstained.

Updates

Fera delivered an update on the Incumbent Worker Training Program. To date, four contracts are in place, with one potential project in the planning phase.

Mobile Workforce Center (MWC) schedule changes – Flessner reported that the MWC will now be at the Frankfort Library on Friday mornings and the Mokena library in the afternoon. The MWC location has also changed from the Wilmington City Hall to the Wilmington Library, every Thursday, all day.

One-Stop Operator Report – Flessner reported that all Workforce Services Staff is now in training to become Certified Professional Resume specialists. Erin Kohl has received certification and Monica Lowe took the test last week.

Public Comment

None

The next meeting of Workforce Investment Board will be August 8, 2016 at 7:30 a.m. at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL