

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

<b>BOARD MEMBERS</b>					
<u>Name</u>	<u>Present</u>	<u>Absent</u>	<u>Name</u>	<u>Present</u>	<u>Absent</u>
Nancy Baldwin	X		Cheryl McCarthy	X	
Colleen Brooks	X		Peter McLenighan	X	
Herb Brooks	X		Judy Mitchell	X	
Toni Carrera	X		Don Moran		X
Jayne Cain Casimere		X	Jim Moustis		X
Bonnie Covelli	X		Pat Mudron	X	
Maria Dimuzio		X	Kelly Norris		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		Joe Strong		X
Rita Herrick		X	Anika Todd	X	
Carlos Interrial	X		James Tromp		X
Mark Jepson	X		Betty Yott		X
Allison Lizzadro-Megalis		X			
Emilie McCallister	X				

Others Present: Sue Davinger, Pat Fera, Larry Fitzpatrick, Mary Gajcak, Caroline Portlock.

***Welcome and Introductions***

John Greuling called the meeting to order. He welcomed new member Toni Carrera from RR Donnelley.

***Minutes***

Minutes of the June 13, 2016 meeting were approved on a motion by Pat Mudron; seconded by Nancy Baldwin.

***New Business*** – none

***One Stop System***

Susan Flessner provided the One-Stop System report. She noted that there will be a meeting of the One Stop core partners on August 25<sup>th</sup> to discuss the continued coordination of services offered at the Workforce Center and the Memorandum of Understanding. Melanie Arthur will inventory job seeker and business services offered by the core partners and make recommendations for integration of services.

Twenty-one One-Stop staff have completed the Certified Professional Resume Writer training. Eleven have passed the exam and are Certified; several others are scheduled to take the exam. Three WSD staff have now become Certified Professional Career Coaches. Ten staff from WSD and JJC Workforce Development will begin Global Career Development Facilitator training in October.

Pat Fera shared an email from the Illinois Department of Commerce and Economic Opportunity which acknowledges ongoing issues concerning the MOU signatures from the Illinois Department of Human Services Vocational Rehabilitation and TANF programs and commits to working with these agencies to address the signature issues at the State level.

Fera presented a overview of the roles and responsibilities for each of the partners involved in the Memorandum of Understanding. The One Stop System will bring a coordination and expansion of services, process integration, maximization of staff capacity/training, and greater accountability and reporting. Under WIOA, the four titles that represent the core partners in the Workforce System are: Title I, Workforce Development Services; Title II, Adult Education and Literacy; Title III, Wagner Peysner, and Title IV, Rehabilitation Services. Under new WIOA guidelines, six points of data are required from all partners for performance measurement. Data collection will begin immediately but some partners will not begin using these measurements until sufficient data is collected for their program.

### ***Communications Committee Report***

Pat Mudron asked that the Board join the effort to recruit new members to the Workforce Investment Board from the private sector. Fera prepared talking points for members to use in approaching potential members. Fera asked that each member would let employers know that we are 'accepting nominations at this time, and that all nominees would go through a process of review, and are ultimately appointed by the Will County Executive'.

### ***Youth Council Report***

Cheryl McCarthy presented a video that was created by the Joliet Junior College created for the 'Connect to Your Future' program. The video serves to put names and faces to the numbers that are shown. Fera announced that a similar video for the GED program will be coming soon.

McCarthy encouraged all board members to attend the Youth Provider Summit that will occur on September 30<sup>th</sup> at the Silver Cross Hospital Conference Center. Fera invited the Board to attend a LinkedIn for Professionals workshop on Thursday, September 29<sup>th</sup> at the Workforce Center of Will County from 8-10:00 a.m.

### ***Director's Report***

Fera presented three applications for New Training Programs submitted for certification by Joliet Junior College. Three minimum requirements for certification are that they must be accredited by an accrediting body, must appear on the Northeast Economic Development Regional Occupation List, and must be in business for at least one year prior to application. Two programs, the Agriculture Production and Management program, and the Diagnostic Medical Sonography program, did not meet these requirements. Fera recommended the Agriculture Business program for approval. Pete McLenighan moved to accept Fera's recommendation to approve the Agriculture Business program for certification; McCarthy seconded. Motion carried. Judy Mitchell abstained.

In PY15, the Incumbent Worker Training Program awarded business grants for employee training to the following recipients: Pollmann North America, \$67,000; Diageo, \$41,288; Nanophase Technology, \$34,000; and Therafin Corporation, \$39,149. The total funds available for Incumbent Worker Training in PY16 are \$780,098. Medtronic, Inc. has been awarded

\$19,980. EDSI will create marketing materials to help make other businesses aware of the availability of funds for Incumbent Worker training.

Fera presented the Will County Business Closings/Lay-offs Report report for 2016 to date. While 917 layoffs have taken place, all 162 employees from Presence Health will be offered positions with RehabCare, a new contractor.

***Public Comment – none***

Fera announced that workforce and economic development organizations will meet later in August to discuss the identification of recruitment and employee retention issues facing Transportation, Distribution, Logistics Industries in Will County. Discussion ensued.

The next meeting of Workforce Investment Board will be October 17, 2016 at 7:30 a.m. at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL