

**System and Trends Committee
Workforce Investment Board of Will County
Location: Workforce Center of Will County
2400 Glenwood Avenue, Joliet
March 15, 2017**

Minutes

System and Trends Committee					
Name	Present	Absent	Name	Present	Absent
Jayne Cain Casimere	X		Emilie McCallister	X	
Bonnie Covelli	X		Don Moran		X
Susan Flessner	X		Kelly Norris		X
Beth Gonzalez	X		Caroline Portlock	X	
Rita Herrick	X		Suzanne Sallay	X	
Carlos Interrial		X	Jim Tromp	X	

Others Present: Sue Davinger, Pat Fera, Mary Gajcak, Amy Murphy

Welcome and Approval of Minutes

Suzanne Sallay called the meeting to order. Minutes of the January 18, 2017 meeting were approved on a motion by Susan Flessner, seconded by Emilie McCallister.

Core Partners

MOU Negotiations: Pat Fera reported that MOU negotiations have been proceeding as hoped for under the leadership of John Greuling and Nancy Baldwin. Infrastructure costs budgeted are \$297,568, a very small change from PY16. System Costs are budgeted for \$71,183. The State of Illinois requires that costs are shared among partners based on FTE staffing methodology. Total costs to be split among partners is \$368,751. The final MOU meeting will be March 17th.

Workforce Center Service Utilization Report

Fera reviewed comparisons for services utilized from July 2015 through February 2017 (PY2015 and PY2016). Fera noted that Workforce Services first moved in to the new facilities in November 2015, and were joined by other partners beginning in January of 2016.

Program Certification

Lee and Grant submitted a Journalism program for approval to the State list. Because the entity has not received certification for journalism coursework, it does not meet the requirements necessary for approval. Don Moran moved to reject approval of the program. Jim Tromp seconded the motion. Motion carried.

Incumbent Worker Program

Fera reported that the Incumbent Worker Training Program has used \$20,877 to date. Joan Wisniewski has been hired to introduce the program to businesses. Fera recommended developing a new marketing strategy for next year in order to make business owners aware of the program and how they can take advantage of it.

On-the-Job Training Program

Fera presented Employment and Employer Services' On-the-Job Training report for February 2017. Like Training Grants, OJT would benefit from a professional marketing strategy for next year. A new staff member has been hired by the subcontractor to step up outreach efforts.

Next Meeting

The next meeting of the Committee will be Wednesday, May 17, 2017, 7:30 am at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet.