

**Executive Committee
Workforce Investment Board of Will County
Workforce Center of Will County
2400 Glenwood Avenue, Joliet, IL 60435**

July 31, 2017

Meeting Notes

Executive Committee Members					
Name	Present	Absent	Name	Present	Absent
Nancy Baldwin	X		Cheryl McCarthy		X
Greg Dover		X	Don Moran		X
Susan Flessner	X		Pat Mudron	X	
John Greuling	X		Suzanne Sallay	X	
Rita Herrick		X	Jim Tromp		X

Others Present: Sue Davinger, Pat Fera, Caroline Portlock

Welcome

John Greuling called the meeting to order. He noted that there was not a quorum, therefore no action will be taken on items discussed.

John Greuling welcomed Caroline Portlock as new Director of the Workforce Investment Board. Fera prepared and delivered meeting reports, as this is Portlock's first day in this position.

Minutes

Approval of minutes of June 5th meeting was suspended.

New Business

WIOA PY17 Allocations: In PY 17 to date, there are 472 customers in training; 157 are continuing from PY16; 315 new customers are in training. \$6,060,832 is allocated for PY17; (\$5,637,339 in PY16). A 7.51% overall increase in funding is proposed, with an additional 15.47% for Dislocated Worker programming, 2.24% for Adult, and 2.16 for Youth. Approval of this proposal has been suspended.

Fera proposed a transfer of \$500,000 from Dislocated Worker funding to the Adult funding stream, as more customers interested in training are eligible as economically disadvantaged Adults than as Dislocated Workers. Approval of this proposal has been suspended.

Graphic Design and Communications Contract: Ten bids were received from an RFP for a communications package. From these, four were chosen for review. The top choice did not have the capacity to deliver a social media component, so three others were interviewed. AdComm has been selected to create a marketing package for the Workforce Investment Board, with an initial budget not to exceed \$40,000. JV Murphy will continue to create flyers and other materials for Workforce Services. Both contractors will work together to deliver a unified message. Approval of this proposal has been suspended.

Old Business

Local WIOA Plan Revision: Fera added language to the local WIOA plan to meet requirements set forth by the Interagency Team. Approval of these changes has been suspended.

One-Stop Operator Report

Flessner reported that the Workforce Center has completed its certification requirements for One-Stop Center Certification. The Workforce Board is expected to approve the certification at the August 14th meeting.

Infrastructure Costs: Core Partners Will County Center for Community Concerns and Joliet Junior College Education/Literacy and Career/Technical Training are up to date on required payments to infrastructure costs as agreed on in the MOU. IDES made application for payment of \$44,758.71 to be made on July 25th; this payment has not yet arrived at WCWC. IDHS-VocRehab requested a fourth quarter bill; payment is expected shortly. IDHS TANF/SNAP has not responded to billing for PY16.

System and Trends Committee Report

Fera reviewed the PY16 Service Utilization Report. Revisions in the PY17 report will include the unemployment rates. Adult Education service delivery was disappointing, however marketing program availability at the WCWC location may help to improve the number of clients served in the future. 4,765 customers used WCWC services last year, not including web site users. 18,328 total services were delivered.

Less than \$100,000 of Incumbent Worker grant dollars were used by businesses in PY16. Fera proposed reducing allocation of funds for PY17 to \$351,983. If demand for grants increases, funds can be transferred into the program to meet the need.

On-the-Job Training: June had the highest attendance in OJT orientations to date (85). June also had the highest number of referred candidates to employers to date (32).

Manager's Report

Fera gave a review of final report highlights from the Will County Community Friendly Freight Mobility Study. Will County is the largest inland port in North America. Over 3 million containers flow through the Port annually, representing 97% of Gross Regional Product. 160 million tons of freight was moved by rail; 152 million tons was moved by truck. This and other valuable data has been received through the Study. A Plan will be delivered at the end of next month; Ann Schneider has been contracted to execute the plan.

Next meeting of the Executive Committee will be October 2, 2017; 7:30 am at the Workforce Center of Will County, 2400 Glenwood Avenue, Joliet, IL.