

**Workforce Investment Board of Will County  
Location: Workforce Center of Will County  
October 16, 2017 Minutes**

BOARD MEMBERS								
Name	Present	Absent	Name	Present	Absent	Name	Present	Absent
Nancy Baldwin	X		John Greuling		X	Jim Rink		X
Colleen Brooks	X		Rita Herrick	X		Steve Rockwell		X
Herb Brooks	X		Carlos Interrial	X		Suzanne Sallay		X
Robbie Butler		X	Mark Jepson		X	Anitarice Schmidt		X
Toni Carrera	X		Kathryn Kaniewski		X	Michele Stipe	X	
Jayme Cain Casimere		X	Kraig Kistingner	X		Ben Stortz	X	
Bonnie Covelli	X		Paul Lauridsen	X		Joe Strong		X
Gloria Dollinger	X		Emilie McCallister	X		James Tromp	X	
Gregory Dover	X		Cheryl McCarthy	X				
Susan Flessner	X		Judy Mitchell	X				
Augie Fuentes	X		Don Moran	X				
Beth Gonzalez	X		Pat Mudron	X				
BOARD / COUNTY STAFF								
Sue Davinger	Nick Palmer	Caroline Portlock						
GUESTS								
Dan Fitzpatrick	Amy Murphy							

***Welcome and Introductions***

Vice Chair Baldwin called the meeting to order. Baldwin introduced new board members Augie Fuentes and Ben Stortz. Fuentes will represent IDES, replacing Maria DiMuzio; Ben Stortz, of Cornerstone Services replaces Pam Heavens.

***Minutes***

Minutes of the August 14, 2017 meeting were approved on a motion by Moran; seconded by Brooks.

***New Business***

ByLaws Amendment: As suggested by the State, Portlock proposed the following change to bylaws, Article III, Section 3, as required by DCEO as part of the Board Recertification, which defines the staggering of terms. Moran moved to approve change as presented. Lauridsen seconded. Motion carried.

Demand Occupations List: Portlock presented updates to the Demand Occupations list for 2018 and explained criteria used. Surgical Technologists, Claims Adjusters/Examiners/Investigators, Supervisors of Personal Service Workers and Mobile Heavy Equipment Mechanics occupations were removed because they did not meet base or growth criteria. Electrical and Electronic Technicians and Repairers was added to the list of occupations that will be funded under Career Scholarship Training. Dover moved to accept the proposal; Mitchell seconded. Motion carried.

***Old Business***

MOU: Portlock reviewed the required modifications to the MOU effective through June 30, 2020, as presented by the State. The revised MOU will be sent to the State for final approval. Kistingner moved to approve revisions; Moran seconded. Motion carried.

### ***One Stop Operator***

Flessner showed the Connect to Your Future video that was completed last week. This video will be used as a marketing tool as well as a recruitment vehicle. Planned distribution includes the new Workforce YouTube Channel, WSD and WIB website, presentations, schools, and more.

Flessner presented the final One-Stop payments for PY16. IDHS TANF/SNAP refused to pay for PY16, even though they signed the MOU. However, they have agreed to begin making payments of their share of costs in PY17.

### ***System and Trends Committee Report***

Career Scholarship Report: Herrick provided a summary of the PY16 Career Scholarship Report. \$1,585,657 was awarded to 310 students among four industry sectors; Healthcare, Manufacturing, Professional Services/Finance/IT, and TDL. The Report was approved on a motion by Tromp, seconded by McCallister.

Service Analysis Report: Herrick presented the PY16 Service Analysis Report, which serves as the Workforce Investment Board Annual Report. This Report will be distributed to the Will County Board, legislators, business partners and training recipients, as well as online. Dollinger moved to approve the Report, seconded by Interrial. Motion carried.

Professional Services Contract: Herrick reviewed the proposals returned for the Professional Services Contract. There were five responders to the RFP. The evaluation team members independently scored each proposal against the RFP, and returned with a recommendation to contract with Fera Consulting Group, which scored the highest. Moran moved to approve a contract with Fera Consulting Group for Professional Services. Mudron seconded. Motion carried.

Incumbent Worker Training Report: As of October 2017, four businesses have applied for funding to date with \$57,640 obligated so far this year. \$294,726 remains in the budget.

On the Job Training Report: The report which spans much of the first quarter of PY17 was reviewed. There are currently 80 OJT openings.

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

Committees: Portlock distributed a Committee Selection Sheet, and asked all members to choose a committee to serve on. The real work of the board is performed at the committee level.

Strategic Plan: Portlock asked for recommendations, additions, deletions, and revisions for the PY18 Strategic Plan to be returned to her as soon as possible. The PY18 Plan will be revisited at the December meeting.

The next meeting of the Workforce Investment Board will be Monday, December 11<sup>th</sup>, 7:30 a.m. at the Workforce Center of Will County.