

Executive Committee
Workforce Investment Board of Will County
 Workforce Center of Will County
 2400 Glenwood Avenue, Joliet, IL 60435
December 3, 2018

Minutes

Executive Committee Members					
<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Name</i>	<i>Present</i>	<i>Absent</i>
Nancy Baldwin	X		Don Moran		X
Susan Flessner	X		Pat Mudron	X	
John Greuling	X		Suzanne Sallay	X	
Rita Herrick		X	Michele Stipe	X	
Cheryl McCarthy	X		Jim Tromp	X	
Judy Mitchell	X				
Others					
Sue Davinger		Mary Gajcak	Caroline Portlock		

Welcome

Baldwin called the meeting to order.

Minutes

Minutes of the August 6, 2018 were approved on a motion from Greuling, seconded by Flessner.

Workforce Center

One-Stop Operator Report - Flessner

- Live-streaming of workshops using Facebook Live has been working very well. In October, the first IDES workshop was live streamed. There were over 343 views since the initial screen. Other workshops average over 40 views.
- WCWC hosted their second off-site job fair in Eastern Will County in November. 68 job seekers and 24 businesses attended. Working on a job fair in Romeoville in March 2019.
- The first evening job fair is scheduled to premier on February 20th from 4:00-6:00 pm. Evening job fairs are expected to attract job seekers who may already be employed, but are looking for different/better positions.
- EO Monitoring was completed in November. There were two minor findings, with no mandated corrective action applied. A summary of compliance was distributed to the Committee.

Service Utilization Report

- Portlock delivered the October Utilization Report, which shows a steady increase in services as well as customer visits over last year.

Committee Reports

Communications Committee:

- Mudron presented the new Service Analysis Report, which will be mailed to Will County Board and elected officials. The Report was designed to be viewed electronically, with interactive service and data for ease of reading and access.
- The Communications Committee will begin to meet quarterly beginning in January of 2019, changing from second Monday to second Tuesday of the month.
- Portlock announced that the Business Services Team is co-lead by Scott Kettman and Eva Kukulka. Kettman has joined the Communications Committee. All activities and progress will be reported through the Communications Committee.

System and Trends Committee:

- *On-the-Job Training:* In October, 3 new participants enrolled in OJT. To date, 17 are enrolled, and others have been hired outright by companies that were matched to employees. In October, 31 new employers were contacted by the E&ES team; in November, there were 36. Portlock noted that staffing improvements have made a difference in goals being met; they have expanded their reach beyond just the TDL industry.
- *Incumbent Worker Training:* Portlock reported that two new contract applications were approved at the System and Trends Committee meeting. MRC Polymers, Inc., of Romeoville will receive \$15,870 to train 9 employees; Prater Industries will receive \$18,995 to train 32 employees. \$184,485 remains in the PY18 fund for future training grants.

Youth Council:

- Stipe announced that Youth Council co-chair Cheryl McCarthy will be retiring in June of 2019. Susan Flessner will take on the position in June.
- Youth Council Workshop, "Insights into Digital Safety", presented on September 27th by Melissa Hemzacek was well attended. The next Workshop will take place during the first quarter of 2019.

Director's Report

- The MOU for PY17 has been completed without signature from TANF (TANF signatures are absent from all WIOA MOU's in the State). It is now time to begin negotiations for the next MOU budget. Joliet Job Corp was added to the last MOU, but has not yet made payment. New leadership in Springfield will most likely bring changes and adjustments to the MOU process going forward.
- Regional Workforce Partners received a \$750,000 grant, which will be used to streamline the way that WIOA Partners serve companies, including those that have a presence across county lines.
- Fera Consulting has completed the Business Services contract. Pat Fera will make a presentation at the December WIB meeting to review progress and make recommendations.
- The building that houses WIB staff will be up for sale soon which means we will need to find a new home. The current lease is ending in February 2019. Portlock shared concerns that DCEO has mandated that 50% of all funds must be allocated to direct training. This percentage is expected to rise to 60%. All WIB staff accommodations fall under administration so cost of the new space is important. Greuling remarked that the CED/WIB partnership is a good one, and should be taken under consideration when determining new space. Sallay volunteered to assist in acquiring information for new office space.
- WIB has received a Tollway Grant of \$75,000/year for three years through DCEO, but the project has been put on hold awaiting funding.

Next meeting of the Executive Committee will be February 4, 2019; 7:30 am at the Workforce Center of Will County.